

## TECHNICAL PROVISIONS

### SECTION 1

#### GENERAL

**TP-1.1 SCOPE OF WORK.** The Contractor shall furnish all necessary management, supervision, inspection, personnel, materials, supplies, parts, tools, equipment, transportation, vehicles, and fuel except as otherwise provided for herein, required to perform the operation and maintenance services within the area of responsibility, including drainage area, of the Dale Hollow Water Resources Development Project. Hereafter referred to as Dale Hollow Lake, including 7.3 miles of the Obey River from Dale Hollow Dam to its confluence with the Cumberland River, and 75 miles of the Cumberland River from the Clay-Jackson County line to 12 river miles below Wolf Creek Dam, as specified and in strict accordance with all Terms, Conditions, General, Specific and Technical Provisions, Drawings, Attachments, Exhibits, Tables, etc., contained herein or incorporated by reference.

Estimated quantities and/or the work to be performed are approximate and are provided as information only to assist in preparation of proposals. They are not guaranteed and actual quantities may be more or less than shown. Variation in these estimated quantities shall not be justification for modification of the contract or request for additional payment. It is the contractor's responsibility to verify quantities by an on site review.

The purpose of this contract is to provide additional services that are not performed by Government personnel in routine operation and maintenance. The Government reserves the right to perform any or all of the services described herein with its own personnel or volunteers. The Contractors work and responsibility shall include, but shall not be limited to, planning, programming, administration, supervision, management and inspection, necessary to assure that all services are conducted in accordance with the contract and all applicable laws, regulations, codes, or directives. The Contractor shall ensure that all work meets or exceeds critical reliability rates or tolerances specified or included in referenced documents. The Contractor shall perform all related contractor administrative services necessary to perform the work such as supply, procurement, quality control, work scheduling, contractor financial control, and maintenance of accurate/complete records and files.

Minor repairs, renovation, lake fluctuation, or lack of funds may cause the temporary closing of some portions or all of some areas or may cause reduced frequency of services ordered. Such events will not be a basis for a claim under this contract. The contractor's work schedule shall be sufficiently flexible to meet these changing demands.

**TP-1.2 BACKGROUND.** Dale Hollow Lake is located on the Obey River, 100 miles east of Nashville, Tennessee and 30 miles north of Cookeville, Tennessee. The areas of work are located in Clay, Overton, Fentress and Pickett counties of Tennessee; also in Clinton and Cumberland Counties of Kentucky. Principal cities in the areas are Celina, Livingston, and Byrdstown in Tennessee. Albany and Burkesville in Kentucky.

**TP-1.3 WORKING HOURS.** Normal working hours and days, except as otherwise specified or approved in advance by the Contracting Officer Representative (COR), shall be Monday through Friday, 6 am to 5 pm and for recreational area requirements shall include Saturday through Sunday between 6 am to 5pm.

The ten (10) Federal Holidays observed are:

- New Years Day - January 1st
- Martin Luther King's Birthday - 3rd Monday in January
- Presidents Day - 3rd Monday in February
- Memorial Day - Last Monday in May
- Independence Day - July 4th
- Labor Day - 1st Monday in September
- Columbus Day - 2nd Monday in October
- Veterans Day - November 11th
- Thanksgiving Day - 4th Thursday in November
- Christmas Day - December 25th

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Work shall be performed on Memorial Day, Independence Day, Labor Day and Columbus Day holidays as scheduled, in parks and recreational areas only. Additional personnel may be required to adequately take care of heavy public visitation during holidays.

When one of the above holidays falls on Sunday, the following Monday will be observed as a legal holiday. When a legal holiday falls on Saturday, the proceeding Friday is observed as a holiday. Work that interferes with other ongoing functions at Dale Hollow Lake shall be scheduled around normal working hours, as specified by the COR. Work shall be scheduled around the above listed Federal Holidays except as specified herein or as approved by the COR. Refer to the individual sections of this contract for specific technical provisions of work.

TP-1.4 PERMITS AND LICENSES. The Contractor shall, at his/her own expense, obtain any licenses or permits required to perform the contract. The Contractor shall comply with all current Federal, state, and local laws and regulations and any subsequent changes.

TP-1.5 IDENTIFICATION OF CONTRACT EMPLOYEES AND VEHICLES. The Contractor shall furnish uniforms to his/her regular employees, (other than office and clerical personnel), major subcontractors and their employees performing services under this contract. The uniforms may be coveralls or shirt-pants combination. A company identification patch will be worn on the breast pocket or on the sleeve at the top of the arm. Such identification shall be provided within thirty days after notice of award of the contract. All vehicles used in the performance of work by the Contractor or subcontractor shall be identified with the company name prominently displayed in not less than two inch letters on the outside of both front doors of each vehicle in such a manner as to provide a readily visible means of identification. Logos shall not be used in lieu of the above described vehicle identification.

TP-1.6 SAFETY AND SECURITY REQUIREMENTS. If the Contractor fails or refuses to promptly comply with safety and security requirements as specified herein, the COR may issue an order stopping all or part of the work until satisfactory corrective action has been taken. No part of the time lost due to any such stoppage shall be subject to claim for extension of time or for excess costs or damages to the Contractor. Also, the Contractor will not be paid for work not performed as a result of the stop order. The Contractor shall comply with all current Environmental Compliance Regulations, provisions of the Occupational Safety and Health Act (OSHA), in addition to the standards of the Corps of Engineers Manual, EM 385-1-1, "Safety and Health Requirements Manual". EM 385-1-1 can be viewed at website <http://www.usace.army.mil/inet/usace-docs/eng-manuals/em385-1-1/toc.htm>. The Contractor shall submit a written safety plan before the contract begins and an Activity Hazard Analysis (AHA) prior to commencing work on any delivery order.

The Contractor will be furnished keys to those buildings and areas where access is necessary to perform the work described herein or as determined to be necessary by the COR. The contractor or any contract/subcontractor employees shall not duplicate government keys. Additional keys required by the Contractor will be furnished by the COR. Security of the keys shall be the responsibility of the Contractor. Failure by the Contractor to provide adequate key security or key damage/loss will result in a deduction from the payment due the Contractor by the amount listed in the "Deduction Table" and the cost to reconfigure any locks affected at the rate charged by the manufacturer.

The contractor is responsible for the actions of all personnel and subcontractors performing any work related to this contract. Critical areas are safety performance, activity hazard analysis, conduct standards enforcement and job duty documentation. All employees will receive pre-work AHA safety instruction. Additionally, employees will be given instruction in the use of any Protective Personnel Equipment that they are required to use.

Contract employee safety meetings will be held monthly. Reports will include the names of employees present with comments or recommendations, a permanent copy will be maintained in the Contractor's files and a copy will be provided monthly to the COR.

TP-1.7 ACCIDENT REPORTING. The Contractor shall maintain an accurate record of, and shall report to the COR, in the manner and on the forms prescribed by the COR, all accidents within 24 hours of the occurrence and all serious accidents (those resulting in death or injury requiring medical attention) shall be reported immediately. The

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Contractor shall furnish once monthly by the 5th day of the month to the COR, a monthly Man Hour Accident Report, ORN-FL 31, provided by the COR.

**TP-1.8 DAMAGE REPORTS.** In all instances where Government property and/or equipment is damaged or lost by Contractor employees, a verbal notification shall be made by the next workday to the COR. A detailed written report of the incident and extent of such damage shall be submitted within two days (less weekends and holidays) of occurrence to the COR.

**TP-1.9 CONTRACT EMPLOYEES.** All contract employees and subcontractors shall conduct themselves in a proper manner at all times. Since the majority of work will be performed in the presence of the general public, the conduct of all employees and/or subcontractors is critical and will be closely monitored. No alcoholic or intoxicating beverages, substances, illegal drugs, or controlled substances not prescribed by a physician, shall be consumed or be under the influence of while on duty.

The Contractor shall remove from the site any individual whose continued employment is deemed by the COR to be contrary to the public interest or inconsistent with the best interests of the U.S. Army Corps of Engineers.

The COR will require the Contractor to immediately remove from the work site anyone who is incompetent or who endangers persons, property, or whose physical or mental condition is such that it would impair the employee's ability to satisfactorily perform the work. Notification to the Contractor will be made in writing if time and circumstances permit. Otherwise, notification will be verbal and will be confirmed in writing as soon as possible. No such removal, however, will reduce the Contractor's obligation to perform all work required under this contract and immediate replacement shall be made as required.

**TP-1.10 DAMAGE OR LOSS OF CONTRACTOR'S SUPPLIES AND PROPERTY.** The Contractor is responsible for taking the action necessary to protect all Contractor property and the personal property of Contractor employees from loss, damage, or theft. The Government assumes no responsibility for theft, damage, etc., of the above.

**TP-1.11 SUPERINTENDENT / SUPERVISION.** The Contractor shall act as, or provide a Superintendent physically on-site whenever the work specified herein is being performed. The Contractor shall furnish, in writing, to the COR, the name or names of a Superintendent(s) for on-the-job contact and supervision purposes. The Superintendent shall conduct overall management coordination and be the central point of contact with the Government for performance of all work under this contract. The Superintendent and any individual designated to act for him/her, shall have full authority to contractually commit the Contractor for prompt action on matters pertaining to administration of the entire contract. The Contractor shall notify the COR in writing in advance of any change or substitution of the designated Superintendent. The Superintendent shall deal directly with only the COR or a designated representative, for normal day-to-day administration of the contract provisions.

Superintendent(s) shall be required to attend pre-work conferences prior to commencing work under this contract. The Contractor's superintendent shall be equipped with suitable communication devices to allow constant communications between the contractor and Government representatives.

The Contractor or Superintendent shall contact the COR or a designated representative daily or as directed by the COR, to coordinate the work schedule in compliance with the terms of the contract and to arrange satisfactory working agreements. The Contractor shall develop and maintain a communications list to address day-to-day emergency communications with the Superintendent.

**TP-1.12 ENVIRONMENTAL PROGRAM.** The Contractor shall comply with Federal, State, and local laws, regulations and standards regarding environmental protection. As an initial reference, many Federal regulations are identified in The Environmental Assessment and Management Guide (TEAM) and OSHA manuals. However, Tennessee and Kentucky state regulations are also applicable to work performed under this contract. All environmental protection matters shall be coordinated with the COR. The contractor shall identify all hazardous waste associated with conducting required work items, and properly label, handle and dispose of such waste in accordance with applicable regulations. The contractor shall address hazardous materials and hazardous waste on an AHA prior to commencing work. No hazardous materials or waste shall be stored or stockpiled on government facilities without

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prior COR approval. The contractor shall furnish the COR, Material Safety Data Sheets (MSDS), and an inventory list for all items stored or in use by Contractor employees on Government facilities.

All lake project facilities operated by the Contractor may be inspected by the COR, or other Federal, State and local officials on a non-notice basis. Inspection access shall be granted upon request. Citations against Government facilities operated by the Contractor for noncompliance with environmental standards are a matter for resolution between the Government and the issuing office. The Government will pay assessment of fines or penalties associated with citations issued by Federal, state or local officials. If the citations are issued due to faulty operation or maintenance practices, the COR will deduct the fine from any money due the Contractor.

**TP-1.13 PERFORMANCE EVALUATION MEETINGS.** The Contractor or the Superintendent, or both, shall meet with the COR (or a designated representative) monthly or on a schedule determined by the COR. However, a meeting will be held not later than one normal workday after a Contract Deficiency Report (CDR) is issued. Mutual effort shall be made to resolve any and all problems identified. When directed by the COR, written minutes of these meetings will be prepared by the Government, and signed by the COR and Contractor. Should the Contractor not concur with any decision, etc., made in these meetings, the Contractor shall so state in writing, and may request a final decision by the Contracting Officer.

**TP-1.14 QUALITY CONTROL PROGRAM.**

a. General. The Contractor shall be responsible for maintaining adequate quality control to satisfactorily meet the specifications of this contract through the development of a Quality Control Plan (see SECTION L – CONTENT AND FORMAT PROPOSAL AND SECTION M - EVALUATION FACTORS FOR AWARD). The Government will assure quality performance through a Quality Assurance Surveillance Plan (see EXHIBIT A). Combined, these two programs form the Government's Quality Assurance Program.

b. Quality Control. The Contractor shall establish a complete quality control program to assure the requirements of the contract are provided as specified under all sections of the contract. The Contractor's Quality Control Plan as submitted in SECTION M – EVALUATION FACTORS FOR AWARD will be implemented at the contract start-up; unless a new plan of the Contractor's basic quality control program is submitted and approved by the COR. Updated versions of the plan will be submitted as any changes occur thereafter. The program shall include, but not be limited to the following:

An inspection system that covers all of the services ordered under each section of the contract. This shall include inspection of work performed on weekends such as cleaning services, park attendant services, Section 1 work orders, and any work performed by subcontractors. It must specify the areas to be inspected, the inspection schedule (how and when the inspection will be done) and the individuals who will do the inspection. Inspectors shall be employees of the Contractor; inspectors cannot be employees of a subcontractor.

A method of identifying and correcting deficiencies in the quality of services performed before the level of performance is unacceptable.

c. Inspections. The Contractor shall maintain a record of all Quality Control Inspection Reports conducted by the Contractor inspectors and shall furnish a copy daily to the COR by close of business each day. This daily record of inspection shall cover all work items scheduled to be performed, shall be signed by the Quality Control Inspector and shall include the following items as a minimum:

- |                              |  |
|------------------------------|--|
| (1) Inspector's name         | (6) Items inspected  |
| (2) Park or area             | (7) Defects encountered                                    |
| (3) Date                     | (8) Corrective actions taken                               |
| (4) Weather                  | (9) Safety violations                                      |
| (5) Time in/out of park/area | (10) List of damaged, inoperable, or vandalized facilities |

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TP-1.15 QUALITY ASSURANCE. The Government will monitor the Contractor's performance in each functional area under this contract and reserves the right to use whatever additional surveillance procedures are deemed appropriate.

If the Contractor fails to perform according to the performance standards, a CDR will be issued by the COR. The Contractor shall explain, in writing, why performance was not satisfactory and how recurrence of the problem will be prevented in the future.

The Government will monitor the Contractor's services, as described in Exhibit A. The Government reserves the right to alter or change the type of inspection plan at its discretion at any time, and to make deductions accordingly.

Should the Contractor fail to satisfactorily perform any routine service (i.e. litter pickup, trash removal, restroom cleaning, etc.) that is required on a daily basis or at a specific time, that service will be rejected. If the nature and the schedule of this type of work do not afford an opportunity to re-perform the service, a deduction for the work not performed will in accordance with the current inspection method in use.

Defects and deficiencies in Contractor performance, and performance of same, will be in accordance with a payment analysis addressed in the Government's surveillance plan (QASP). However, the Government reserves the right to use Contract Clauses for this purpose in lieu of payment analysis. Deductions will be based on the Contractor's bid schedule, or the Government's cost to do the work, or the Government's cost to have another Contractor perform the work, or the Deduction Schedule as shown in Exhibit E and as outlined in the Payments Clause of this contract.

The Contractor's performance will be evaluated monthly and at the end of the performance period as set forth in the contract schedule. However, interim evaluations may be prepared at any time during the contract performance when determined to be in the best interest of the Government.

The Contractor will be advised of any marginal or unsatisfactory rating, either in an individual element or in the overall rating prior to completion of the evaluation. Contractor written comments will be made a part of the official record.

TP-1.16 EMERGENCY WORK NOTIFICATION. An emergency notification is any breakdown or problem that presents an imminent hazard to a person, property, or utility system, that requires an immediate correction. The Contractor or designated representative shall notify the COR or a government representative if an emergency situation exists. The Contractor shall perform an emergency temporary repair if it constitutes an immediate danger, health hazard, or a threat to property or the public.

TP-1.17 INTERRUPTIONS TO SYSTEMS. All work that would necessitate an interruption to the project utility systems or otherwise disrupt building occupants and/or the visiting public shall be fully coordinated and approved in advance by the COR.

TP-1.18 GOVERNMENT FURNISHED ITEMS (GFI).

a. General: Certain Government owned facilities, materials, supplies and a barge are on hand and may be available for use by the Contractor. The Contractor shall be responsible for the proper storage, inventory, maintenance, transportation, and security of all GFI in his/her care. Any GFI that is lost or damaged through negligence of the Contractor shall be replaced or repaired by the Contractor to the satisfaction of the COR.

b. GFI: All GFI is furnished in an "as is" condition, and it shall be inspected by the contractor prior to use, to ascertain acceptable condition and to assure safe operation by contract employees. The Contractor shall assume all liability for claims arising from its use or misuse while in the Contractor's possession and shall hold the Government harmless from any claims by Contractor employees or others.

The Contractor shall sign for all GFI on the forms provided by the Government.

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The Contractor has the option to reject any or all GFI and property. However, if rejected, the Contractor shall provide all necessary property, equipment or items, adequate in quantity and suitable for the intended purpose, to perform all work and provide all services at no additional cost to the Government.

All GFI and property shall be used only in connection with performance under this contract consistent with all Federal, Department of Defense, and Environmental Act policy, standards, codes, or directives.

c. Government Furnished Facilities. Limited facilities will be provided for the Contractor's use under this contract. The facilities provided shall be inspected during the pre-bid conference and limitations noted. The Contractor shall contain vehicles, equipment, and supplies within the allotted areas. The COR shall approve/deny requests for additional space. Current provisions are listed below:

1. Equipment building/area for tool and equipment storage.
2. Fenced area not used by the Government for parking, equipment and general storage.
3. Office with utilities for administration.
4. A site suitable with all utilities for a single width mobile home is available for the Superintendent's residence.

The Contractor shall maintain such building and storage space to the same or higher standards as similar areas occupied by the Government and shall assume responsibility for the safekeeping of facilities provided. Modifications or changes shall not be made to any GFI without prior written approval of the COR. Approved modifications to GFI shall be at the Contractor's expense.

d. Telephones. The Contractor shall be responsible for providing all necessary telephones, communication systems, and services for Contractor functions under this contract at no cost to the Government. At least one telephone shall be installed at the Contractor's office to provide communications with the COR. The Government will provide telephones and service for "Official Business" at park attendant entrance stations.

e. Utilities. The Contractor may use Government utilities where available. The Contractor shall make a dedicated effort to conserve utilities and shall comply with all Government regulations regarding energy conservation. Government furnished utilities shall be used only in the performance of work specified in this contract, or approved by the COR. Where water or electricity is not provided, the Contractor must obtain from other sources at no additional expense to the Government.

f. Forms. The Government will provide all Department of Defense forms required to be used under this contract.

g. Control. The Contractor shall establish a control system to ensure that GFI and facilities are utilized only for contract purposes. Upon completion, including any extensions of contract term, or termination of the contract, for any reason, and except for fair wear and tear, the Contractor shall return all GFI in the same condition as received. Any discrepancies, damages or deficiencies shall be chargeable against the Contractor.

#### TP-1.19 CONTRACTOR FURNISHED ITEMS (CFI).

a. General. Except as described elsewhere in this contract, the Contractor shall furnish all personnel, management, inspection, facilities, vehicles, transportation, equipment, fuels, lubricants, operators, supplies, tools, materials and parts necessary to accomplish all required services. All CFI shall meet all applicable Federal, Department of Defense, Department of the Army, State and local laws or regulations. The Contractor shall provide the COR an inventory list of all CFI being stored on the project. Contractor or Superintendent personal property will be retained at the mobile home site provided and maintained in a neat and orderly manner. Any personal property located on the project must receive prior approval by the COR. Company property owned but not used at the Dale Hollow Lake Project shall not be stored on the project. Material Safety Data Sheets (MSDS) shall be provided for all chemicals, cleaners, etc. stored or used on Government property. Unless otherwise specified, when the Contractor provides services under a Delivery Order, the Contractor shall provide all necessary "tools of the trade" to accomplish the work. This includes the vehicles necessary to transport incidental GFI, materials, supplies, equipment, craft hand tools, common industry power tools, and/or Contractor personnel to and from the job site.

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b. Contractor Office. The Contractor shall establish and maintain an office in the building provided for this purpose on the Lake Project for the sole purpose of conducting the day-to-day administration of this contract. This office shall have telephones and service provided by the contractor.

c. Quality. All Contractor furnished supplies, parts and materials used shall be new and of a quality equal to or better than the items to be replaced. The items used shall be standard products of manufacturers regularly engaged in the production of such items. All Contractor furnished items are subject to approval by the COR prior to being used.

d. Hours of Labor/Payroll. The Contractor shall submit to the COR, on a quarterly basis, payroll records, hours by labor classification required for that quarter. This includes the work performed by subcontractors. This information will be used to determine entitlements for wage rate adjustments when wage rates are modified by the Department of Labor during the course of the contract.

TP-1.20 SAFEGUARDING GOVERNMENT PROPERTY. The Contractor shall cooperate with Government personnel in safeguarding Government property. The Contractor shall be responsible for reporting all acts of vandalism, larceny, or pilferage to the COR. The Contractor shall establish security procedures and safeguards that are compatible with the Government's existing procedures to protect all equipment, materials, supplies, tools, and other resources. The Contractor shall cooperate with and provide any assistance necessary to the Government during any audits or usage checks of expendable property and inventories of nonexpendable property. The Contractor shall maintain accurate records and make them available to the Government upon request. All Contractor visitor and employee, privately owned vehicles will be parked outside of the fenced compound. Exceptions must be approved by the COR.

TP-1.21 NOTIFICATION OF WORK TO BE DONE. Upon notification of work required under these specifications, the Contractor shall begin work within forty-eight (48) hours after receipt of the notification, or unless approved in advance by the COR. With the exception of emergency work, which requires immediate action, absolutely no work shall begin prior to issuance of a Delivery Order.

TP-1.22 NON-ROUTINE WORK (ITEMS # 001- #019) The following procedure will be used prior to the issuance of Delivery Orders for those services having value based in whole or in part, on a hourly unit price for labor, equipment, or function.

a. The Contractor will be provided with a description and/or a specification of the work to be performed. This will normally be accomplished using ORN Form 564, Delivery Order Cost Estimate or similar means (see EXHIBIT F – DELIVERY ORDER COST ESTIMATE).

b. The Contractor shall complete the form, sign and date it appropriately, then return it to the COR in no more than five (5) normal work days from the date of receipt. The Contractor's estimate shall not be based on dollar amounts, but rather on the number of units required for each service to be used to accomplish the work described or specified.

c. The Contractor's unit estimates will be reviewed by the Government to determine if they are fair and reasonable.

d. Should the estimates be considered unacceptable by the COR, the Contractor and the COR shall enter into good faith discussions with a resulting determination by the Contracting Officer. Should subsequent discussions fail to resolve the matter, the Government reserves the right to obtain the services in question by whatever means deemed to be in the best interest of the Government, including its own workforce.

TP-1.23 MINIMUM PERSONNEL REQUIREMENTS. The Contractor shall provide an adequate number of fully qualified personnel to perform the work specified herein. The contractor shall provide a list of alternate contacts to the COR, in the event that emergency work must be initiated.

TP-1.24 MINIMUM PERSONNEL QUALIFICATIONS. Only properly trained, certified, or licensed employees and subcontractors shall be used in the appropriate expertise as required by Federal, State, County, or City government in the performance of this contract. All employees and subcontractors shall have the education, experience and/or knowledge to provide a comprehensive understanding of the systems, components, and facilities to be serviced, operated, and maintained. All workers shall be subject to such Government regulations as are applicable

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during the time spent performing work under this contract. No one under the age of eighteen (18) shall be allowed to perform work under this contract.

**TP-1.25 OTHER CONTRACTS.** The Government may undertake or award other contracts or have lessees or volunteers performing certain work. The Contractor shall fully cooperate with such other contractors, lessees, volunteers, or government employees and carefully fit their own work to such other additional work as may be directed by the COR. The Contractor shall not commit or permit any act that will interfere with the performance of work by another contractor, lessee, or government employee. The COR can alter the work schedules of the other contractors, lessees, volunteers, government employees or the Service Contractor to avoid possible conflicts. Any such change or failure to make such a change by the COR shall not be the basis for a claim by the Contractor.

**TP-1.26 INCLEMENT WEATHER AND HOLIDAY WORK.** The Contractor shall maintain the schedule of services regardless of inclement weather. Exceptions can be approved by the COR when severe conditions make it impracticable or dangerous to perform the work. Work performed under sections of the contract for routine services shall be performed on holidays as scheduled in those specifications or as approved by the COR.

**TP-1.27 APPLICABLE PUBLICATIONS.** The Contractor shall perform technical work in accordance with applicable publications. They include but are not limited to:

- Operating Manuals
- Repair Manuals
- Maintenance Manuals
- Industrial Standards and Codes

**TP-1.28 DAMAGE TO GOVERNMENT PROPERTY.** The Contractor shall use reasonable care to avoid damaging buildings, equipment, vegetation, and other Government property. If the Contractor's failure to use reasonable care causes damage to or loss of any of this property, the Contractor shall replace or repair the damage, at no cost to the Government, as the COR directs. If the Contractor fails or refuses to make such repairs or replacement, the Contractor shall be liable for the cost, which will be deducted from the contract price.

**TP-1.29 DEFINITIONS.** As used throughout all descriptions and specifications, EXHIBIT B lists terms and meanings not contained in specific technical provisions that require further defining.



## TECHNICAL PROVISIONS

### SECTION 2

#### FACILITIES, BUILDINGS & SYSTEMS

TP-2.1 GENERAL. Except as otherwise specified herein, the Contractor shall provide all personnel, materials, supplies, tools, parts, equipment, vehicles, and transportation to perform the services required for work required in this section.

#### TP-2.2 WORK TO BE PERFORMED:

a. Beach Water Samples (Item #020): The Contractor shall collect water samples from each of the beach locations. The person collecting the sample shall notify the Park Attendant upon entering the park so the Park Attendant can record the collection date and time in their log. Each sample shall be obtained from within the designated swim area and approximately ten (10) feet from the shoreline. Water samples shall be tested for fecal coliform in accordance with the procedures contained in the latest edition of the Environmental Protection Agency's (EPA's) Standard Methods for the Examination of Water and Wastewater Analysis and in 40 CFR, Part 136.

The COR will be notified verbally within 24 hours of the test results. A written report will be submitted within two (2) days of testing to:

RESOURCE MANAGER  
DALE HOLLOW LAKE  
5050 DALE HOLLOW DAM ROAD  
CELINA, TN 38551-9708

1. Schedule for Beach Water Samples: Samples will be taken approximately one week prior to the opening of the beach and every two weeks during the recreation season (approximately May through mid September). Samples will be collected on Saturday, Sunday or Monday afternoon (Tuesday may be substituted on holiday weekends). The COR will provide a starting and ending date for the season. The Contractor will provide a schedule of the exact sampling dates, subject to approval by the COR. The COR will order an additional sample within 24 hours if any sample exceeds 1,000 fecal coliform per 100 mil or any time deemed necessary.

2. Location for Beach Water Samples: The four beaches are located at Obey River Day Use, Lillydale Campground and Day Use and Willow Grove Campground.

b. Building Partition Installation/Removal/Storage (Item #021): Plywood or other materials that form ventilation covers shall be installed and removed at the beginning and ending of recreational seasons. There are two areas to be maintained, Dale Hollow Recreation Area and Pleasant Grove Day Use. Work will be performed when ordered by the COR.

c. Courtesy Float Adjustment (Item #022): The courtesy floats shall be adjusted to provide accessibility, utilizing heavy equipment (such as a backhoe), as deemed necessary by the COR. Variable lake water levels determine the irregular execution of this item. There are currently six (6) units to be maintained: two at Lillydale, two at Obey River, one at Willow Grove and one at Pleasant Grove. Work will be performed when ordered by the COR.

d. Sand Filter Wastewater Systems (Items #023-024): The Contractor will monitor and test sand filter wastewater systems in accordance with the established criteria set forth in the individual permit. Copies of the NPDES permits containing the effluent limitations and monitoring requirements for each system will be made available to the Contractor. All sampling will follow the procedures described in the current and approved edition of the EPA's Standard Methods for the Examination of Water and Wastewater Analysis and in 40 CFR, Part 136. The Contractor personnel performing the work shall be certified and licensed by the Tennessee Board of Certification for Operation Personnel in Wastewater Utilities and a copy of the operator certification provided to the COR.

The Contractor shall acquire, prepare and submit all required EPA and State reporting forms with completed copies furnished to the COR. The Monthly Operation Report Forms (MOR/DMR) will be acquired, prepared, and submitted by the Contractor within five (5) days after the end of the reporting period for each system. A "NO FLOW" report will be prepared when there is no flow during the reporting month or the system is closed for the month. During the closed park season, the MOR report will be forwarded and marked "No-Flow, Park Closed" or the equivalent thereof. If there is a flow, it should be reported to the COR within 24 hours to determine if additional testing is needed. A copy of all required reports will be submitted to the following:

RESOURCE MANAGER  
DALE HOLLOW LAKE  
5050 DALE HOLLOW DAM ROAD  
CELINA, TN 38551-9708

The contractor shall maintain equipment areas in a clean and sanitary condition and immediately advise the COR of any safety hazards or maintenance needs. The contract employee shall notify the Park Attendant upon entering the park and the sampling visit shall be recorded in their log.

Government personnel may periodically submit samples independently for testing to verify Contractor's test results.

1. Monitor No-Flow/Closed Filters (Item # 023): Two (2) plugged sand filter systems will be monitored for flow four (4) times during the recreation season and on the date provided by the COR. In the event flow is observed, the Contractor will immediately (within 24 hours) contact the COR.

2. Operate Sand Filter w/lab Test (Item # 024): Seven (7) sand filter systems will be monitored as prescribed by the NPDES permit conditions. The permit conditions currently require monitoring of the systems once per month. If a flow is observed, the Contractor will notify the COR within 24 hours. The COR will issue a delivery order to increase the monitoring frequency according to the NPDES permit conditions.

3. Orders for additional monitoring at any of the sand filter wastewater systems listed above may be made by the COR. It is possible that monitoring requirements may change when the permit renews or changes to a different status, either permitted or not (NPDES or SOP).

TABLE 2.4-K Operation		Sand Filter	
Operate sand filter and Test	Clay County	Pickett County	Seasonal No-Flow Closed or Plugged
Administration, Dam, Day Use Area - TN0021423 Outfall # 001	12	0	0
Tailwater, Recreation Area - TN0021423 Outfall # 002	7	0	5
Lillydale - TN0021393	7	0	5
Willow Grove - TN0021369	7	0	5
Obey River - TN0021377 Outfall 001	0	7	5
Obey River - TN0021377 Outfall 002	0	7	5
Obey River - TN0021377 Outfall 003	0	7	5
Pleasant Grove - SOP No. 97-012 Outfall A	0	0	4
Pleasant Grove - SOP No. 97-012 Outfall B	0	0	4
Annual Estimated Operation Total	33	21	38

e. Septic Tank Pumping (Item # 025): Servicing septic tanks shall be done when required by the COR. It is anticipated that septic tanks will require pumping approximately every two years; however, visitation and site

## SECTION C – STATEMENT OF WORK

conditions will determine the actual pumping requirements. Waste will be collected and transported by a licensed, certified carrier. Waste must be disposed at an approved site, in accordance with applicable codes and regulations. A copy of the carrier certification record and a copy of the disposal receipt will be provided to the COR or his designated representative within five (5) business days of the waste disposal. The contractor shall provide all personnel, materials, supplies, tools, vehicles and equipment to perform this work. Septic tank location and capacities are listed in Table 2.2-E.

TABLE 2.2-E SEPTIC TANK QUANTITIES								
Tank Gallon Capacity	Cove Creek	Dale Hollow Dam	Lillydale	Moody's Access	Obey River	Overlook	Pleasant Grove	Willow Grove
1,000			3	1			1	
1,500		3	1		4	1		
2,000	2		1		2		1	2
5,000		1	1		1			
10,000			1					
20,000		1			1			2

f. Start-up/Winterize Recreation Systems (Item # 026 and Item # 027): Work locations consist of Obey River in Pickett County, TN. and Dale Hollow, Overlook, Donaldson Park, Moody's Access, Pleasant Grove, Willow Grove, and Lillydale in Clay County, TN. At seasonal beginnings and endings, recreational areas will require that water supplies are terminated or initiated. This involves opening or closing valves, draining or filling/purging systems and building plumbing. Traps, pipes, water heaters, drains, flush valves, etc. are involved in this process. The Contractor shall be responsible for the cost of all repairs resulting from improper winterization or neglect.

## TECHNICAL PROVISIONS

### SECTION 3

#### MOWING

TP-3.1 GENERAL. The work shall consist of mowing and trimming grass at designated locations in the various recreation and operational areas. The approximate areas and acreage to be mowed are listed in Exhibit C. The Contractor shall provide all personnel, materials, supplies, tools, equipment, vehicles and transportation to perform this work within the allotted time period.

TP-3.2 WORK TO BE PERFORMED (Items # 028 - #048). Mowing and trimming shall be accomplished in such a manner as not to endanger or annoy visitors using an area or to cause damage to that area such as scalping the ground, rutting, breaking tree limbs or skinning bark on trees, etc. Care shall be taken when mowing and/or trimming around inhabited areas. Mowing operations shall not be permitted when the ground is wet enough that rutting occurs. Trimming and mowing shall be done at approximately the same time, but in no case shall they be further apart than one (1) day. Mowing schedules should be arranged so that any area will be completed (both mowing and trimming) before a weekend. Mowing and trimming shall be accomplished to the waters edge regardless of the water elevation in mowing areas that are adjacent to water.

Before each mowing, all litter, trash, limbs and other debris shall be removed and placed in refuse containers or removed from the area.

Mowing areas shall be cut to a height of not more than five (5) or less than three (3) inches above ground. The quality of the mowing shall equal or exceed a sharp finish mower product. Grass shall be neatly mowed and trimmed around lights, walks, guardrails, gates, barriers, curbs, planters, buildings, entrance stations, sign posts, guy wires, trees, shrubs, picnic tables, garbage cans, culverts, parking lots, boat ramps, sidewalks, steps, playgrounds, water and electric hook-ups, electrical or dumpster screens (interior and exterior) and other structures to maintain a neat appearance. Areas around direction signs on highways leading into all areas shall be mowed and/or trimmed around to provide a clear view of the sign from the roadway.

Ditches, road shoulders, rough ground, banks, beaches, shorelines, impact areas, playgrounds and other areas that cannot be cut with mowers shall be hand cut, pulled or trimmed. A trimmed area around all traffic counter boxes shall be maintained with each mowing. On riprap banks, the bank shall be trimmed below the top of the bank to eliminate any tall weeds or grass sticking up above the top of the bank.

Clippings shall be removed from roads, sidewalks, steps, planters, mulched areas, picnic tables and pads, impact areas, parking lots, pull outs, planters, shelter floors, etc. after each mowing.

Grass, weeds, tree seedlings etc. in all planters, landscaped shrub areas, mulched areas, beaches, playgrounds and expansion joints or cracks in sidewalks, curbing, slabs, steps, gravel parking or paved areas shall be removed and disposed of each time mowing is accomplished

TP-3.3 SCHEDULE OF WORK. After issuance of a Delivery Order for an estimated number of monthly mowings, the COR will notify the Contractor of a tentative schedule. Grass normally requires cutting at various intervals depending on moisture, temperature and soil conditions at a particular site. Actual cutting schedules will be determined by the COR based on seasonal rates of growth. During spring growing seasons, all areas may require mowing and trimming biweekly. During dry periods, mowing may be halted altogether. Approximately 15 mowings are anticipated for all areas except for the dam, islands, and open fields that may require 1 to 8 mowings. Mowing and trimming will not be permitted before 8 a.m. or after 6 p.m. in camping areas or in picnic areas, Monday through Thursday. Leaf blowers will not be used in campgrounds prior to 9 a.m. No mowing will be permitted on Friday after 2:00 p.m. or on Saturdays, Sundays, or holidays. Exceptions to these restrictions must be specifically waived by the COR. Inhabited picnic or campsites shall be trimmed with hand tools or the work delayed until the sites are vacant.

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The COR or a designated representative will be notified prior to the commencement of scheduled mowing including the order of performance. Mowing and trimming shall commence within forty-eight (48) hours of the notice to proceed and each park completed within two days if there are no weather delays. The Contractor shall report to the COR when work is complete. Notification shall be made no longer than one (1) day following the completion of mowing of each area.

**TP-3.4 DAMAGE TO GOVERNMENT PROPERTY.** The Contractor shall be responsible for repairing, restoring or replacing any Government facilities or structures damaged (including trees, shrubs, grass, posts, signs and flowers) as result of his/her operations. All vehicles used in maintenance operations must be used on designated roads and trails unless prior approval is given by the COR. Damage, vandalism, or needed repairs to existing real property shall be promptly reported to the COR, or his/her designated representative.

**TP-3.5 SPECIAL PROVISIONS.** Mowing equipment shall have deflectors on the discharge area to provide protection against flying objects. Tractors must be equipped with seat belts and roll bars. Low-center gravity tractors shall be used to mow the dam embankment and other areas where slopes are steeper than 4:1.

a. The Government shall provide a barge to transport the Contractor's mowing equipment to the island portion of Pleasant Grove Recreation Area and First Island primitive camping area. The Contractor will provide a licensed/certified operator for the barge.

b. With the COR's prior approval, some areas such as guardrails, fences, road shoulders, roadways, curbing, sidewalks, picnic sites, campsites, gravel parking areas or parking lot cracks may be herbicided (at no additional cost to the Government) in lieu of weeding or trimming. After herbiciding is complete and kill is thorough, these areas shall be mowed, trimmed and/or weeded to remove unsightly dead grass. Certified personnel are required to apply the chemicals used. The Contractor will provide copies of state licenses, certification and charter and complete and provide copies of the Pesticide Application Record, ORN 1031, or COR approved form.

c. Location: Table 3.5 shows the location of the work and estimated number of mowings.

Table 3.5 Estimated Seasonal Mowing		
Mowing Areas	Acreage	Mow Average
Administrative Resource Area	2	15
Butlers Landing Access	5	6
Cove Creek Recreation Area	3	15
Dale Hollow Campground	20	15
Dale Hollow Day Use and Shop	20	15
Donaldson Park	21	15
First Island	3	6
Lillydale Campground	20	15
Lillydale Day Use	5	15
Moody's Access	5	6
Obey River Campground	25	15
Obey River Day Use	3	15
Obey River Launching Area and Parking Lot	1	15
Overlook & Dam Site	8	6
Plank Yard	2	6
Pleasant Grove Day Use	4	15
Pleasant Grove Island	20	6
Radio Tower Area	1	6
Taylor's Ford	2	6
Transient Quarters and Field	8	15
Willow Grove	28	15

## TECHNICAL PROVISIONS

### SECTION 4

#### CLEANING SERVICES

TP-4.1 GENERAL. The work shall consist of cleaning and servicing various areas and facilities to include removal of refuse and litter. A description of the areas and facilities upon which work is to be performed, is listed in this section, and is shown in Exhibit C. The government reserves the right to change the operation, schedule and quantities required at any time during this contract. The use of any nonstandard methods or practices or any deviation from the following specifications, must receive prior approval of the COR. The Contractor shall provide all management, personnel, materials, cleaning supplies, chemicals, tools, equipment, light bulbs (excepting light fixtures not attached to a building), vehicles, fuel and transportation necessary to perform this work.

#### TP-4.2 WORK TO BE PERFORMED.

- a. Amphitheaters (Item # 049): Thoroughly clean and remove all insect nests and webs from the facility.
- b. Campsites (Item # 050). Thoroughly clean all tables including the seats, tops and base slabs. Relocate tables to their original positions. Remove all insect nests, webs, stains, and litter from the facilities. Remove and dispose of cold ashes, etc. from grills and fire rings. All associated grounds and facilities such as impact areas, parking areas, steps, walks, drinking fountains or hydrants; electrical outlets and service tables shall be cleaned. Leaves, sticks and litter on campsites and picnic sites are included in this work requirement. Campsites shall only be cleaned upon departure of campers and prior to use by the next camper, or within 24 hours. The Park Attendant shall provide a list of sites to be vacated daily. Only sites utilized since prior cleaning and in need of service will be cleaned. Quantities ordered will be based on anticipated turnover and will be verified and paid for based on daily reports provided.
- c. Sanitary Dump Stations (Item # 051). Thoroughly clean and disinfect concrete surface and fixtures of sanitary dump stations. Remove litter and clean the area around the facility.
- d. Fish Cleaning Stations (Item # 052): The fish cleaning stations shall be thoroughly cleaned using a disinfecting and deodorizing solution. All fish residue shall be disposed of through these stations.
- e. Litter Removal (Item# 053). The Contractor shall pick up all trash, paper, bottles, limbs, cans, pop tops, can tabs, cigarette butts, campfire debris, animal carcasses, leaves and all other debris including driftwood, (routine drift that can be removed by one individual and transported via pick up truck shall be included in this work requirement), and dispose of it in an authorized disposal area. This work shall be accomplished in all portions of public use areas as given below, landward from the water's edge of the lake (regardless of the pool elevation) and includes but is not limited to roads, road shoulders, entrance roads, parking areas, launching ramps, courtesy docks, fishing platforms, walkways, dumpster containment areas, rip rap, playgrounds, tennis, basketball, and volleyball courts. This also includes removal of loose gravel from paved areas. Thoroughly clean drinking fountains including the bowl, spout, handle and other surfaces necessary to maintain drinking fountains in a clean and sanitary condition. The Contractor shall remove any fallen limbs found in any recreation area or across or along roads within areas. The Contractor shall mark and report any dead trees or large dead tree limbs in any area to the COR. The work will also include:
  1. Mowed or Cleared Areas: Remove all litter and debris.
  2. Wooded or Uncleared Areas: Remove all litter and debris forty (40) feet into these areas from mowed or cleared areas including roads, road shoulders, parking areas and launching ramps.
  3. Trails and Paths: Remove all litter and debris along and 30 feet to either side of the trail. Where the path or trail terminates, all litter shall be removed from an area within a 100-foot radius.

## SECTION C – STATEMENT OF WORK

4. Camping and Picnic Areas: Remove litter and debris on, around and between all sites, 40 feet from the back of all sites and/or to the water's edge regardless if wooded or uncleared.

5. Ditch lines: All ditch lines, drains, catch basins, and culverts shall be cleaned.

6. Trash Removal and Cleaning of Receptacles. Empty all refuse receptacles (garbage cans) within the area including those around or under picnic shelters and on the exterior of restrooms and washhouses. Pickup any material on the ground or floor around each container. Install a liner and replace the cover securely. Return them to the stand or post (if provided). Damaged or missing receptacles shall be reported to the COR. Clean and apply a disinfectant as needed to provide sanitation that is free of unpleasant odors.

7. Riprap. Clean all riprap areas, to include the Dam site along the entire course of riprap from the top of the bank down to the water's edge

f. Picnic Shelters (Item # 054). Thoroughly clean all tables including the seats, tops and base slabs. Relocate tables to their original positions. Clean all structures including floors, walls, tabletops, benches, fireplaces, ashes, and grills. Remove all insects, webs, etc. All outside grounds and facilities associated with the shelter shall be cleaned. This includes sweeping walks, cleaning drinking fountains and benches, cleaning grounds, emptying trash receptacles and replacing liners and removing litter. Replace defective light bulbs.

g. Picnic Sites (Item # 055). Thoroughly clean all tables including the seats, tops and base slabs. Relocate tables to their original positions. Remove all insect nests, webs, stains, and litter from the facilities. Remove and dispose of cold ashes, etc. from grills and fire rings. All associated grounds and facilities such as impact areas, parking areas, steps, walks, drinking fountains or hydrants; electrical outlets and service tables shall be cleaned. Leaves, sticks and litter on campsites and picnic sites are included in this work requirement.

h. Restrooms and Washhouses (Items #056 - #059). The Contractor shall replace burned out light bulbs and clean fixture covers as needed. No lamping device shall exceed the fixture rating or form. Remove any drawings, writings, or graffiti that can be removed with commercial cleaners. On the interior of the restroom and washhouses, remove trash from cans and replace liners. All outside grounds and facilities associated with the building shall be cleaned. This includes sweeping walks and paved parking areas, drinking fountains, benches, washer/dryer units, and grounds litter removal. No standing water shall be left on any surface after cleaning the facility. Remove all insects, insect nests and/or webs from louvers, screens, doors, windows, floors, inside and outside walls, ceilings, rafters, recesses, and eaves. At each cleaning, facilities shall be fully supplied with toilet tissue, and paper towels, etc. (CFI).

Pipe chases and areas used for storage shall be kept in a clean and sanitary condition at all times. Equipment and supplies shall be stored in a neat and orderly fashion. A minimal of three (3) feet, dead front space, shall not be blocked, in front of all electrical fuse/breaker panels and water heaters.

1. Restroom & Washhouse - Heavy Cleaning (Items #056 & #058). Clean, deodorize and disinfect all structures and fixtures by mopping and scrubbing with approved cleaners, disinfectants, and deodorants. Water mixed with a mild disinfectant shall be poured in floor drains once per week to create a trap seal and a pleasant odor. Strong disinfectants or chemicals that could kill or destroy bacteria in the sewage treatment system shall not be used. Bleaches and cleaners splashed on walls and doors shall be removed to prevent rust.

2. Restroom & Washhouse - Light Cleaning (Items #057 & #059). Sweep, wet mop then dry mop. Clean and disinfect all toilets, sinks, drinking fountains and urinals, and mirrors.

TP-4.3 SCHEDULE OF WORK. The following tables of service requirements are applied as a standard to specific areas during seasonal usage. Additional services from one or more items of any Table may be required to insure a satisfactory standard of cleanliness. The number in the Table of operation indicates the execution date and occurrence. Deviation from these schedules times must be approved by the COR.

Table 4.3A, Level 1, shall normally be used for Obey River during the peak recreation season.



## SECTION C – STATEMENT OF WORK

Table 4.3B, Level 2, shall normally be used for all other recreational areas during the peak recreation season.

Table 4.3C, Level 3, shall normally be used at the beginning and ending periods of seasonal operations.

Table 4.3D, Level 4, shall be used for Winter Operations when recreation areas are mostly closed.

Table 4.3-A Level 1								
Service Required	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Work Schedule
Amphitheaters						<input checked="" type="checkbox"/>		7 - 11 AM
Beach Service					<input checked="" type="checkbox"/>			7 - 11 AM
Camp Sites -as vacated	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	8 AM - 2 PM
Dump Station	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1 - 3 PM
Litter Removal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7 - 11 AM
Picnic Shelter	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7 - 9 AM
Picnic Site	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7 - 11 AM
Playgrounds					<input checked="" type="checkbox"/>			7 - 11 AM
Restroom – Heavy cleaning	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7 - 12 AM
Washhouse - Heavy cleaning	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7 - 12 AM

Table 4.3-B Level 2								
Service Required	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Work Schedule
Amphitheaters						<input checked="" type="checkbox"/>		7 - 11 AM
Beach Service					<input checked="" type="checkbox"/>			7 - 11 AM
Camp Sites -as vacated	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	8 AM - 2 PM
Dump Station		<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>		1 - 3 P.M.
Fish Station Service	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	10 AM - 1 PM
Litter Removal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	7 - 11 AM
Picnic Shelter	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	7 - 9 AM
Picnic Site	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	7 - 11 AM
Playgrounds					<input checked="" type="checkbox"/>			7 - 11 AM
Restroom - Heavy cleaning	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7 - 12 AM
Restroom - Light cleaning			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			7 - 12 AM
Washhouse - Heavy cleaning	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7 - 12 AM
Washhouse - Light cleaning			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			7 - 12 AM

Table 4.3-C Level 3								
Service Required	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Work Schedule
Amphitheaters						<input checked="" type="checkbox"/>		7 - 11 AM
Beach Service					<input checked="" type="checkbox"/>			7 - 11 AM
Camp Sites -as vacated	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	8 AM - 2 PM
Dump Station		<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>		1 - 3 PM
Fish Station		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		10 AM - 1 PM
Litter Removal		<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>		7 - 11 AM
Picnic Shelter		<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>		7 - 9 AM
Picnic Site		<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>		7 - 11 AM
Playgrounds					<input checked="" type="checkbox"/>			7 - 11 AM
Restroom - Heavy cleaning						<input checked="" type="checkbox"/>		7 - 12 AM
Restroom - Light cleaning		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				7 - 12 AM
Washhouse - Heavy cleaning						<input checked="" type="checkbox"/>		7 - 12 AM
Washhouse - Light cleaning		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				7 - 12 AM

Table 4.3-D Level 4								
Service Required	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Work Schedule
Litter Removal					<input checked="" type="checkbox"/>			7 - 11 AM

Level 4: Level 4 will normally be ordered during the winter months for these areas: Cove Creek, Obey River Day Use, Plankyard, Butlers Landing, Dale Hollow Day Use, Donaldson Park, Lillydale, Moodys, Overlook & Dam Pleasant Grove Day Use, and Willow Grove Day Use.

TP-4.4 SPECIAL PROVISIONS.

- a. Water: Fresh, clean water shall be used for all cleaning services.
- b. Dumping and Disposal Areas: The Contractor shall have full responsibility for using proper dumping and disposal areas. These areas shall be approved by State and local health agencies. No dumping or disposal will be permitted upon Government property without prior approval from the COR.
- c. Light Bulbs: The Contractor shall replace any defective lamps (i.e.: bulbs, CFI) inside and outside buildings. A 60-watt yellow "bug light" shall be used for outside light fixtures, including picnic shelter interior fixtures. A 60-watt or UL rated fixture appropriate white bulb shall be used for indoor light fixtures or an appropriate Cool White fluorescent lamp.
- d. Equipment: The Contractor shall furnish and maintain sufficient equipment suitable to perform the work. If trash compactors are not used, vehicles used to haul refuse to dump sites shall be covered to prevent refuse from falling or blowing off the vehicle. Vehicles used for hauling trash and refuse shall not leak onto roadways while servicing an area. The Contractor or Subcontractor shall be responsible for spillage clean up at no additional cost to the government. Equipment to be used will be inspected and approved by the COR as to condition, safety and suitability for the work prior to its use.

Schedule Estimates: The services described in this section are expected normal requirements. The intent of this contract is to provide neat, clean and safe facilities for the general public. The Contractor can expect a heavier workload in some areas and a lesser workload in other areas depending on visitation. Even though Attachment A, The Price Schedule and Exhibit C are good faith estimates of services required, the COR may order any combination of any work for any area during any work month.

Leaf Blowers: Leaf blowers shall not be used in campgrounds prior to 9:00a.m.

TP-4.5 LOCATION OF WORK. The work described herein shall be performed in designated areas listed in Exhibit C.

TECHNICAL PROVISIONS

SECTION 5

SEALING AND STRIPING

TP-5.1 GENERAL. The Contractor shall be responsible for the sealing and striping of project roads and parking lots. Paint shall not be applied to wet surfaces. Paint shall be the type manufactured and formulated for pavement application (traffic paint). Paint shall be applied with pressure type sprayers designed for roadway application and in such a manner as to eliminate any paint drift. Unless otherwise specified, the Contractor shall provide all supervision, labor, equipment, parts, tools, vehicles, fuels, transportation, barricades, materials, supplies, etc. to perform work under this section. All work shall be done in accordance with appropriate industry and state standards. The Contractor will notify the COR 48 hours prior to beginning work.

TP-5.2 WORK TO BE PERFORMED. Prior to application of paint or sealant, the pavement shall be cleared of rocks, sticks, leaves, dirt, or other debris that would prevent proper adhesion.

a. Pavement Sealing (Item # 060): The COR shall determine the method of application.

b. Striping and Layout and Re-striping (Item # 061 and # 062). Paint shall be yellow or white as determined by application or the COR. Lines shall be four (4) inches wide and shall be straight and uniform in color and width for their entire length. Centerlines shall have uniform alignment over their entire length. Layout of newly paved or overlaid areas shall be coordinated with and approved by the COR. Layout shall be in accordance with applicable state road construction standards.

TP-5.3 SCHEDULE OF WORK. Work shall be ordered by the COR on an as needed basis, through issuance of Delivery Orders.

TP-5.4 LOCATION OF WORK. The work described herein may be ordered for project roads and parking areas, listed in Exhibit C.

TECHNICAL PROVISIONS

SECTION 6

MAINTENANCE OF LANDSCAPED AREAS

TP-6.1 GENERAL. The work involves the care of all landscaped areas and includes the care and maintenance of trees. Unless otherwise specified herein, all personnel, the Contractor shall furnish materials, chemicals, supplies, tools, parts, equipment, vehicles and transportation required to perform the work.

TP-6.2 WORK TO BE PERFORMED.

a. Stump Grinding (Item # 063): Tree stumps shall be ground to a minimum of 4" below ground level, removed or otherwise treated to permit mowing and to eliminate tripping hazards. Chips or sawdust from the stump shall be raked, removed from the area, and properly disposed of. When a stump is removed, the resulting hole shall be filled with topsoil, compacted to prevent settling, smoothed, seeded and strawed.

b. Tree Removal (Items # 064 - # 069): Trees shall be cut within 8" to 10" of the ground. All leaves, branches, trunk, and debris shall be completely removed and properly disposed of. All disturbed grounds shall be repaired, graded, strawed and reseeded.

TP-6.3 SCHEDULE OF WORK. There is no set schedule for work contained in Section 6. The work described herein will be performed in accordance with specifications and only upon the issuance of a Delivery Order.

TP-6.4 LOCATION OF WORK. The work will be performed within the areas and facilities described in Exhibit C.

TECHNICAL PROVISIONS

SECTION 7

CLEANING SERVICES AT PRIMITIVE CAMPING LOCATIONS

TP-7.1 GENERAL. The work shall consist of general litter removal and cleaning services from access areas, launching ramps and primitive camping locations. Except as otherwise specified herein, the Contractor shall provide all personnel, materials, supplies, tools, parts, vehicles, vessels and equipment required to perform this work.

TP-7.2 WORK TO BE PERFORMED. Primitive Area Litter Removal and Cleaning (Item # 070):

The Contractor shall clean litter and debris from the waterline to the marked area boundaries. All non-natural debris shall be removed and disposed of as approved by the COR. Liners shall be placed in trash cans where needed. Launching ramps shall be cleared of rock, drift, and other debris.

The Contractor shall clean and service pit/vault toilets at primitive camping locations, including cleaning and deodorizing the structure, and restocking toilet paper. All insects, insect nests and webs on the inside and outside of the structure shall be removed.

TP-7.3 SCHEDULE OF WORK. Work will be done approximately three (3) times annually, and only upon the issuance of a Delivery Order.

TP-7.4 LOCATION OF WORK. See Table 7.4 for the location of areas requiring services and accessibility method.

Table 7.4 Cleaning Service At Primitive Camping Sites						
Location	Boat Access	Road Access	Toilet Qty.	Table	Grill	Area Acres
Anderson Point	Yes	No	1	No	Yes	1
Big Goat Island	Yes	No	1	No	Yes	4
Cactus Island	Yes	No	1	No	Yes	0.5
Casey Creek Point	Yes	No	1	No	Yes	2
Clark Island	Yes	No	1	No	Yes	1
County Line Island	Yes	No	1	No	Yes	0.5
Cove Creek	Yes	Yes	1	Yes	Yes	3
Eagle Creek Ferry LB	Yes	No	1	No	Yes	3
First Island	Yes	No	1	No	Yes	7
Geiger Island (A, B)	Yes	No	2	Yes	Yes	4
Graveyard Island	Yes	No	1	No	Yes	0.5
Gunnel's Camp	Yes	Yes	1	Yes	Yes	3
Hendrick's Creek	Yes	No	1	No	Yes	0.5
Huffakre Branch	Yes	No	1	No	Yes	1
Jackson Creek Island	Yes	No	1	No	Yes	1
Jarvis Point	Yes	No	1	No	Yes	1
Jones Chapel	Yes	Yes	1	No	Yes	3
Jouett Creek Point	Yes	No	1	No	Yes	3
Kemper Flats (A,B)	Yes	No	2	No	Yes	4
Mitchell Creek	Yes	No	1	No	Yes	1
Moore Hollow Point	Yes	No	1	Yes	Yes	1
Noel Island	Yes	No	1	No	Yes	1
Phillip's Island	Yes	No	1	No	Yes	1
Rayburn Point	Yes	No	1	No	Yes	0.5
Red Oak Ridge Horse Trail (A,B,C)	Yes	Yes (A,B)	4	No	Yes	4
Robert's Hollow Point	Yes	No	1	No	Yes	2
Sewell Bend (A,B,C)	Yes	No	3	No	Yes	1.5
Sherman Hollow	Yes	No	1	Yes	Yes	1
State Line Island (A,B)	Yes	No	2	Yes	Yes	0.5
State Line Point (A,B)	Yes	No	2	No	Yes	0.5
Taylor's Ford	Yes	No	1	No	Yes	2

## TECHNICAL PROVISIONS

### SECTION 8

#### HERBICIDE APPLICATION

TP-8.1 GENERAL. The work shall consist of general herbicide application services for the control and or removal of undesirable plant and weed growth in landscaped and mowing areas, riprap areas and launching ramp applications. Trees, shrubs, posts, campsites, picnic sites, and playgrounds are excluded from separate payment under this section, as removal of vegetation in these places is included with the bid price of mowing in Section 3, optional herbiciding in TP-3.5-b. The Contractor shall provide certified, registered and/or licensed application personnel (copies of certification, license, etc. provided to the COR) and perform work in compliance with all EPA, State, and local laws, rules and regulations. The Contractor shall provide all materials, chemicals, supplies, tools, parts, vehicles, transportation, vessels and equipment required to perform this work. The Contractor shall be responsible for treatment within designated areas and damage to adjacent areas.

TP-8.2 WORK TO BE PERFORMED: Herbicide Application and Herbicide Application - Launching Ramp (Items # 071 & 072): The Contractor shall apply herbicide in areas designated by the COR. The Contractor shall be responsible for marking treated areas with warning signs for the general public and for removing signs after expiration of restricted time period. All herbicide application shall be according to the Manufacturer's recommendations and in compliance with all EPA, State, and local laws, rules and regulations.

a. Herbicide Application (Item # 070): Remote storage areas, rights of way, switchyards, recreational areas (closed for longer periods of other than non-seasonal operations), large areas of riprap, and invasive plant control in all areas, will be paid for by the square yard.

b. Herbicide Application - Launching Ramp (Item # 071): The herbicide used shall be non-toxic to wildlife and fish. Sites will be identified and measured by Government personnel and will be paid for by the square yard.

TP-8.3 SCHEDULE OF WORK. There is no set schedule for this work and shall be ordered on an as needed basis, through issuance of Delivery Orders.

TP-8.4 LOCATION OF WORK. The Contractor shall perform the work herein described at the areas or facilities as designated by the COR.

TP-8.5 REPORTING APPLICATION. The Contractor shall report all applications of herbicides in the format, frequency and detail as directed by the COR. Post application documentation reports, Pesticide Application Record ORN 1031, shall be submitted to the COR within 5 business days.



## TECHNICAL PROVISIONS

### SECTION 9

#### DUMPSTER SERVICE

TP-9.1 GENERAL. The work consists of furnishing all labor, materials, supplies and vehicles to provide dumpster service. The Contractor shall provide a front-loading hydraulic garbage compactor vehicle. Vehicles used to empty dumpsters shall be kept neat, clean and odor free at all times. The Contractor shall be responsible for cleaning spilled liquid from dumpsters or vehicles at no charge to the government. All vehicle plugs/doors shall be sealed.

TP-9.2 WORK TO BE PERFORMED. The government will provide approximately 19 containers (6-8 cu. yd. front loading type) or the Contractor may furnish his own similar type (at no additional cost to the government), approved by the COR, to be placed in each recreation area, the Powerhouse and the Maintenance Area.

a. Empty Dumpsters at Shop and Dam and Recreation Areas (Item # 073 - # 074): Dumpsters will be emptied hydraulically into a garbage compactor vehicle, and the refuse will be deposited in an approved sanitary landfill. Each time a dumpster is emptied, the interior shall be thoroughly sprayed with a commercial grade EPA approved combined disinfectant/insecticide. Any refuse spilled as a result of emptying a dumpster will be picked up at that time. All doors and lids on dumpsters will be closed after emptying and dumpster enclosure gates will be closed.

b. Wash Dumpsters (Item # 075): All dumpsters will be thoroughly washed as required by the COR on an as needed basis.

TP-9.3 LOCATION OF WORK. The work described herein shall be performed in areas listed in Exhibit C.

TP-9.4 SCHEDULE OF WORK. Work will be performed upon issuance of a delivery order with a schedule. The anticipated schedule for emptying dumpsters:

Shop and Powerhouse: once a week on Thursday between 7 am and 3 pm.

Recreation Areas between 15 April – 15 October: twice a week on Monday and Thursday between 7 am 5 pm with the possible additional emptying on Saturday of Holiday weekends for Memorial Day, 4<sup>th</sup> of July and Labor Day.

## TECHNICAL PROVISIONS

### SECTION 10

#### MARKING AND PAINTING BOUNDARY LINES

TP-10.1 GENERAL. The Contractor shall provide all personnel, materials, supplies, tools, parts, vehicles, transportation and equipment necessary to mark and paint a segment of the Government boundary line. The Government will provide a set of real estate segment maps covering the work area and boundary line signs, posts, and any necessary pins and monuments.

#### TP-10-2 DEFINITIONS.

- a. Blaze - a cut made into the cambium layer of a tree about five (5) feet above the ground, 3" to 4" wide and 6" to 8" long.
- b. Hack Mark - a single horizontal or diagonal cut penetrating the wood, but not notched. Trees along the line shall be marked with two (2) hacks approximately five (5) feet above the ground, cut diagonally and shall be painted yellow, approximately 3" wide and 4" to 10" long, depending on the size of the tree.
- c. One mile of line - will be 5,280 feet along the tangent as actually measured or computed on horizontal distances along the boundary. Missing pins and monuments shall be noted on maps and reported to the COR.
- d. Interruption In Line - It is the intent of this contract that the line be remarked without breaks or gaps. However, if the Contractor finds a segment that is unmarked or an old line that is impossible to follow, the Contractor shall notify the COR. The COR will coordinate a new starting point. The Contractor shall be responsible for painting the missing segment after it is re-established by the Government. The Contractor shall not invoice for this section until it is painted.
- e. Coordination - The Contractor Superintendent and the Crew Leader shall meet with the COR or his designated representative prior to commencing work. Inspections, deficiencies, schedules, alternate starting points, and other performance measures will be clarified during the pre-work meeting.

TP-10.3 WORK TO BE PERFORMED: Mark and Paint Boundary Line (Item # 076): Re-establish the project boundary line by marking, remarking, painting, and installing signs and posts to mark and provide a highly visible boundary for protection, control and maintenance, and to prevent encroachment on Federal land. The undergrowth shall be cut along the boundary line a minimum of three (3) feet wide so that monuments, painted trees, and signs are plainly visible. The Contractor shall provide the following:

- a. Field Notes and Records: The Contractor shall keep a daily work record including a segment map showing the date and area where the boundary has been remarked, distances covered, number of signs used, all pins or monuments which have been removed or destroyed, and any problems or encroachments encountered. A field copy of the segment map will be used to transfer the information to a permanent copy in the Resource Manager's Office. This will be accomplished in coordination with the COR or designated representative. The map shall be updated with mileage completed before each invoice is sent in for payment and verified by the COR. The Contractor shall notify the COR when a segment of boundary is finished and ready to be inspected.
- b. Marking Trees and Post: On corners, three (3) witness trees, within sight of the corner, shall be referenced pointing to the monument or pin by three (3) hacks and one (1) blaze below the hacks (see definitions above). Existing and new witness trees and corners (including turning point pins), witness monuments and their steel posts shall be marked/re-marked with white paint. An on-line tree shall be blazed on-line, fore and aft, and the blaze painted yellow. Existing on-line trees shall be re-marked. Trees within three (3) feet of the line shall be marked with

## SECTION C – STATEMENT OF WORK

two (2) yellow painted hack marks facing the line. Each marked tree shall be visible from the succeeding marked tree. Paint shall be applied without thinning by brush or other methods approved by the COR. Signs supplied by the Government will be nailed to trees and/or riveted or bolted to posts at top and bottom and on line at intervals of not more than 200 feet, or each sign shall be visible from the succeeding sign, whichever is the least distance. A minimum of two (2) signs will be required between all corners, unless otherwise approved by the COR. A sign and post shall be installed at all corners and Turning Points. Nails used to fasten signs to trees shall be driven to within 1/2 inch of the head to allow for tree growth. Posts (GFI) shall be driven so that 4-1/2 feet of the post remains above the ground.

c. Materials and Methods: In addition to the items described in TP-1, the contractor shall furnish the following special items:

1. Aluminum roofing nails used to fasten signs to trees shall be driven to within 1/2 inch of the head to allow for tree growth.
2. Bolts (1-1/2" x 1/4") with lock nuts, threads protruding past the nut on signpost shall be marred to prevent easy removal.
3. Paint shall be a good grade of enamel equal to Sherwin-Williams or Glidden implement enamel, or Forestry Suppliers Boundary Marking Paint. All paint shall be approved by the COR prior to use.
4. Tools: machetes, paintbrushes, backpacks, hatchets, hammers, vehicles, and all equipment needed.

TP-10.4 SCHEDULE OF WORK. Actual schedules of work will be established through issuance of Delivery Orders.

TP-10.5 LOCATION OF WORK. The Dale Hollow Lake project area and within Dale Hollow's area of responsibility on the Cumberland and Obey Rivers, beginning at the marked boundary line.

TECHNICAL PROVISIONS

SECTION 11

JANITORIAL SERVICE OF ADMINISTRATIVE AND OPERATIONAL AREAS

TP-11.1 GENERAL. The service shall provide: janitorial cleaning and litter removal for the Resource Manager's Office, Transient Quarters, Boathouse, Operations Area and Maintenance Shop. The Contractor shall provide all personnel, materials, supplies, tools, parts, vehicles and equipment to perform this work. Janitorial and building floor areas are listed in Exhibit-H.

TP-11.2 WORK TO BE PERFORMED, LOCATION AND SCHEDULE OF SERVICES. (Item # 077 - # 082)  
The objective of these schedules is to insure that government facilities are presentable to the general public. They are to be maintained in a clean, sanitary and safe manner at all times.

a. Janitorial and building service floor areas:

STRUCTURE	DIMENSIONS	SQ. FT.
Resource Manager's Office	Irregular	2560
Transient Quarter's	Irregular	1383
Warehouse	60 x 120	7200
Equipment Shed #1	30 x 195	5850
Equipment Shed #2	30 x 183	5490
Oil and Paint House	19.5 x 24	468
Boathouse	30 x 50	1500
<b>TOTAL FOR BUILDINGS</b>		<b>24451</b>
Fenced and Paved Maintenance Compound	222 x 390	86580

b. Office areas will be scheduled after normal duty hours. A schedule for all janitorial services shall be submitted by the Contractor for approval by the COR. All work is to be accomplished on the days specified, except holidays, and weekends. If scheduled work falls on a holiday the work will be performed the next day. The number in the Table of operation indicates the execution date and occurrence. Deviation from these schedules times must be approved by the COR.

TP-11.3 RESOURCE MANAGER'S OFFICE (Item # 077). Tables 11.3-A, 11.3-B, 11.3-C and 11.3-D apply as listed. Deviation or scheduling changes will occur only with the approval of the COR.

Table 11.3-A Resource Manager's Office Daily Schedule					
WORK TO BE PERFORMED	Monday	Tuesday	Wednesday	Thursday	Friday
Dust mop, sweep or vacuum all floors.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Mop and disinfectant tile floors.	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	
Remove scuffmarks from all floors.	<input checked="" type="checkbox"/>				
Spot clean, wipe trim dry on all windows.	<input checked="" type="checkbox"/>				
Clean all glass doors and wipe dry.	<input checked="" type="checkbox"/>				
Clean all metal/wood doors.	<input checked="" type="checkbox"/>				
Empty; replace liners in all waste and trashcans.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean pan and wipe all drinking fountain surfaces.	<input checked="" type="checkbox"/>				
Dust tops and sides of all furniture.	<input checked="" type="checkbox"/>				
Clean all furniture, chairs and stools, including legs, braces and fabric.					<input checked="" type="checkbox"/>
Dust and wipe all office cabinets and cases.	<input checked="" type="checkbox"/>				
Dust all baseboards	<input checked="" type="checkbox"/>				
Inspect, replace bulbs as needed (CFI).	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Remove cobwebs, etc., from all interior walls, spot clean as needed.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Remove cobwebs, etc., from all exterior walls and eaves.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Disinfect and clean toilets, sinks, etc., restock restrooms (CFI).	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean restroom mirrors, counter tops and cabinets.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean cabinets and appliance surfaces in the break room.	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>
Restock soaps, paper and clean dishtowels in the break room (CFI).	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Remove trash, litter, sticks, grass and debris, (including snow and ice in winter), from sidewalks and steps.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Scrub and remove stains not removed by sweeping from sidewalks and steps as needed.	<input checked="" type="checkbox"/>				
Remove trash, litter, and debris from parking lot to office entrance, including grounds areas.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Table 11.3-B Resource Manager's Office Monthly Schedule	
WORK TO BE PERFORMED	Execution Date 1st
Clean all air duct grills, replace and date filters.	Monday
Clean sides, glass (both sides) and front of office cabinets.	Monday
Dust frames and clean glass of pictures, maps and awards.	Monday
Damp wipe baseboards.	Monday
Clean fixtures and covers of all lights, interior and exterior.	Monday
Inspect and annotate Fire Extinguishers.	Tuesday
Dust and wipe paneling.	Week

Table 11.3-C Resource Manager's Office Quarterly Schedule					
WORK TO BE PERFORMED	Date	January	April	July	October
Wash wastebaskets and trashcans.	1st Monday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean all break room appliance interiors.	1st Monday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Table 11.3-D Resource Manager's Office Bi-Annual / Annual Schedule				
WORK TO BE PERFORMED	April	May	October	November
Clean windows, interior and exterior, wipe trim dry.	1st Monday		1st Monday	
Strip and redress tile flooring.				Open Date
Shampoo, steam clean all carpets.		Open Date		Open Date
Clean and treat with polish all paneled walls.		Open Date		
Clean cabinet interiors in the break room.	1st Monday	1st Monday	1st Monday	1st Monday

TP-11.4 MAINTENANCE COMPOUND SERVICE (Item # 078). Tables 11.4-A, 11.4-B, 11.4-C and 11.4-D apply as listed below. Deviation or scheduling changes will occur only with the approval of the COR.

Table 11.4-A Maintenance Compound Daily Schedule					
WORK TO BE PERFORMED	Monday	Tuesday	Wednesday	Thursday	Friday
Dust mop, sweep or vacuum offices, break room, and restroom.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Mop and disinfectant, break room, and restroom.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Dust mop or sweep the supply, equipment, carpenter, and mechanical areas.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Mop and disinfectant, supply, equipment, carpenter, and mechanical areas.				<input checked="" type="checkbox"/>	
Remove scuff, paint, and other marks from all floors.				<input checked="" type="checkbox"/>	
Spot clean, wipe trim, sills dry on all windows.				<input checked="" type="checkbox"/>	
Clean all glass doors and wipe dry.				<input checked="" type="checkbox"/>	
Empty; replace liners in all waste and trashcans.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean pan and wipe all drinking fountain surfaces.				<input checked="" type="checkbox"/>	
Dust tops and sides of all furniture.		<input checked="" type="checkbox"/>			
Clean and polish all furniture and chairs, including legs and braces. Clean fabric.				<input checked="" type="checkbox"/>	
Dust and damp wipe all office cabinet and case surfaces.		<input checked="" type="checkbox"/>			
Inspect, replace bulbs as needed (CFI).	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Remove cobwebs, etc., from all office areas and interior walls, spot clean as needed.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Remove cobwebs, etc., from all building exterior walls, ceilings and eaves.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Disinfect and clean toilets, sinks, etc., restock restrooms (CFI).	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean restroom mirrors, counter tops and cabinets.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean restroom walls and partitions around plumbing fixtures.				<input checked="" type="checkbox"/>	
Clean cabinets and appliance surfaces in the break room.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Restock soaps, paper and clean dishtowels in the break room (CFI).	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Remove trash, litter, sticks, grass, gravel, mud, stains and debris from sidewalks, inside and outside of the fenced area of the storage yard and the access road.				<input checked="" type="checkbox"/>	
Remove trash, litter, and debris from parking lot to office entrance, including grounds areas.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Empty and replace liners in all waste/trash cans in the service compound -including the yard area and fence perimeter.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Check and empty the sawdust collection system containers.				<input checked="" type="checkbox"/>	

Table 11.4-B Maintenance Compound Monthly Schedule	
WORK TO BE PERFORMED	Execution Date 1st
Clean all air duct grills, replace and date filters (CFI).	Tuesday
Clean the sides, glass (both sides) and front of office cabinets.	Tuesday
Dust frames and clean glass of pictures, maps and awards.	Tuesday
Damp wipe baseboards.	Tuesday
Clean fixtures exteriors. Clean covers, interior and exterior of all fixtures.	Tuesday
Dust and wipe paneling.	Tuesday
Clean metal door and frames Office/Maintenance area	Tuesday
Sweep floors in all vehicle/equipment buildings.	Tuesday
Inspect and annotate Fire Extinguishers.	Tuesday

Table 11.4-C Maintenance Compound Quarterly Schedule					
WORK TO BE PERFORMED	Date	January	April	July	October
Wash wastebaskets and trashcans.	1st Tuesday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean all break room appliance interiors.	1st Tuesday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Remove scuffmarks, wet mop with detergent and disinfect floors of all buildings.	1st Tuesday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean all overhead/personnel doors interior, exterior, glass inserts.	1st Tuesday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Table 11.4-D Maintenance Compound Bi-Annual / Annual Schedule				
WORK TO BE PERFORMED	April	May	October	November
Clean windows, interior and exterior, wipe trim dry.	1st Monday		1st Monday	
Strip and redress tile or finished flooring (kitchen, supply, equipment, and restrooms).		Open Date		
Shampoo, steam clean all carpets.		Open Date		Open Date
Clean and treat with polish all paneled walls.		Open Date		

TP-11.5 TRANSIENT QUARTERS (Item # 079 - # 082). Routine and periodic cleanings are to be accomplished with minimal disruption to guests. All laundry cleaning shall be at the Contractor's expense. It is the responsibility of the Contractor to arrange the pick up, cleaning and delivery of linens for the Transient Quarters. The Government shall furnish the linens. Scheduling for the periodic cleanings shall be coordinated through the COR. All work will be performed only upon issuance of a Delivery Order.



## SECTION C – STATEMENT OF WORK

a. Table 11.5-A, describes the routine cleaning to be performed on an as needed basis after each guest departure. Approximately 40 to 50 routine cleanings are needed annually. The work shall be PERFORMED as listed in the tables listed below.

b. Table 11.5-B, describes periodic cleaning requirements.

Table 11.5-A Transient Quarters - Routine Cleaning	
WORK TO BE PERFORMED:	
Bedrooms	Strip all fixed and roll-a-way beds that have been used. Disinfect all mattresses, dry, then remake with clean linens.
Restrooms	Disinfect and clean toilets, sinks, etc. Clean, counter tops and cabinets (interior and exterior). Spot clean walls, replace (12) towels and (12) wash clothes. Restock soaps, toilet paper (provide an extra roll), and deodorizer (CFI).
Floors	Dust mop, sweep or vacuum all hardwood and tile floors. Wet mop with disinfectant then clear water on hardwood. Remove spots and soiled places as needed. Vacuum all carpet, spot clean as needed, use an approved carpet cleaner.
Windows	Spot clean windows as necessary and dust sills.
Doors	Dust wood and metal doors, clean glass (interior and exterior).
Trash	Empty; replace liners in all waste and trashcans.  Remove trash, litter, sticks, grass and debris, from sidewalks, steps, porch, decks, parking area, and surrounding lawn.
Furniture	Dust or wipe all fixtures, furniture, pictures, telephones, chairs, couches, chest, and lamps, etc. Collect all material left by tenants, from drawers, cabinets, etc. Return all items to the COR.
Kitchen	Clean stove and oven with approved cleaner. Clean refrigerator (interior and exterior) and dispose of perishables. Clean sink, counter top, table and drain board. Replace (4) dish washing and drying cloths. Wash all dirty dishes and put all dishes away.
Grills	Remove ashes from fireplace and outside grilling areas. Clean grill areas and tops.
Laundry	Soiled towels from the emergency shop shower facilities shall be incorporated into this laundry function. Bag dirty linens and call for pick up, replace and stock clean linens in the storage locker and shop shower.
Lights	Replace burned out light bulbs as needed (CFI).
Building	Remove cobwebs, nest, etc., from all building walls interior and exterior.

Table 11.5-B Transient Quarters - Periodic Cleaning			
WORK TO BE PERFORMED	Monthly	May	November
Clean upholstery, picture glass, kitchen stove vent and filter, heating/cooling grill, replace and date filters (CFI). Vacuum/dust walls, vertical surfaces, Venetian blinds, baseboards, light fixtures, and other hard to reach surfaces. Wash and disinfect all interior and exterior trash receptacles. Apply "Mop and Glo" or its equivalent to bathroom floors, mop front porch with disinfectant. Inspect and annotate fire extinguishers.	Monthly Variable Date	N/A	N/A
Wash all windows, storm windows & screens, inside and out. Strip bathroom floors and reapply "Mop & Glo". Apply tile and grout dressing to dining room floor. Apply parquet dressing to kitchen floor. Remove mattresses, air out and/or disinfect.	N/A	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shampoo or steam clean all carpets. Remove, dry-clean and re-hang drapes. Wash all smooth finish walls. Remove, wash and re-hang Venetian blinds. Dry clean or laundry bed spreads. Clean and polish paneled walls.	N/A	N/A	<input checked="" type="checkbox"/>

## TECHNICAL PROVISIONS

### SECTION 12

#### BEACH AND PLAYGROUND MAINTENANCE

TP-12.1 GENERAL. Unless otherwise specified herein, the Contractor shall provide all personnel, materials, supplies, parts, tools, vehicles, vessels, equipment and transportation required to maintain developed playgrounds, swimming beaches and swim boundary lines. Beach areas include the sanded areas located within designated swimming sites delineated by floating boundary lines, and/or earth berms, extending landward from the water's edge approximately 25 to 75 feet to a concrete or turf delineation). The Government shall provide impact materials or sand.

TP-12.2 WORK TO BE PERFORMED. Without exception, at every maintenance execution as listed below, the Contractor shall clean the areas of all litter, trash, leaves, drift, rocks, glass and all other debris. The Contractor shall provide the following service:

a. Routine Beach Maintenance (Item # 083). Exposed beach areas shall be raked after removing litter to a minimum depth of 4-6" to redistribute sand, fill holes and eroded areas, Sand shall be evenly spread on the beaches to accomplish the above described work and to maintain a minimum depth of six (6) inches.

b. Routine Playground Maintenance (Item # 084). Playgrounds and volleyball courts shall be raked to evenly redistribute the sand or fiber/bark material to fill holes and eroded areas. Displaced materials around the impact area shall be raked back into the impact area. All playground facilities, swings, tot lots, basketball pads, and volleyball courts within a recreation area count as one unit.

Annual Beach Maintenance - (Item # 085). Where accessible, the government will place the sand on the beach, otherwise the sand will be deposited at the closest location to the beach as is practical with a dump truck. Approximately 150 tons of sand per beach, shall be spread evenly over the entire beach area to a minimum depth of six (6) inches. Beach areas shall be graded to fill all holes and eroded areas and to provide a smooth, flat, hazard-free surface.

#### TP-12.3 MAINTENANCE SCHEDULE OF WORK.

a. Routine Maintenance for Beaches and Playgrounds. Work shall be accomplished once weekly on Thursday between 7:00 a.m. and 11:00 a.m. and in such a manner as not to endanger the general public. Routine maintenance is normally required during the period from April through September, however this schedule is subject to change due to weather and visitation patterns. Actual schedules will be established by the COR through issuance of a Delivery Order.

b. Annual Beach Maintenance. Work shall normally be performed once a year when beach sites are closed to the public and pool elevations permit access to the entire beach area. Actual schedules of work will be established by the COR through issuance of Delivery Orders. The Contractor shall notify the COR when work is complete and ready for inspection.

TP-12.4 LOCATION OF WORK. Work will be accomplished in the locations as listed in Table 12.4-A and Table 12.4-B. Beaches and Playgrounds may be added or relocated.

TABLE 12.4-A Beach Location			
Recreation Area	Location	Campground	Day Use Area
Obey River	Pickett County	0	1
Lillydale	Clay County	1	1
Willow Grove	Clay County	1	0

TABLE 12.4-B Playground Set Composition								
	Units per Area	5 - 12 Year Old Impact Fiber Area	5 - 12 Year Old Impact Sand Area	Separate Swing Area	Tot Lot Impact Fiber Area	Tot Lot Impact Sand Area	Basketball Pad	Volley Ball Sand Court
Obey River Day Use	1	1	0	0	0	0	0	0
Obey River Campground	1	0	1	0	0	1	1	1
Lillydale Day Use	1	0	1	0	0	0	0	1
Lillydale Campground	1	1	0	1	0	0	1	1
Willow Grove Campground	1	1	0	0	0	0	0	1
Dale Hollow Day Use	1	1	0	0	1	0	0	0
Dale Hollow Campground	1	1	0	0	0	0	1	1
Pleasant Grove Primitive	1	0	1	1	0	0	0	0
Donaldson Park (COR)	1	0	1	0	0	1	1	1

TP-12.5 SPECIAL PROVISIONS.

Grass adjacent to shoreline areas shall be maintained as specified in TP-3. The contractor shall be responsible for transportation of drift and litter, removed from beaches, to an approved disposal site.

TECHNICAL PROVISIONS

SECTION 13

MAINTENANCE OF NAVIGATION AIDS

TP-13.1 GENERAL. This work shall consist of maintenance, repair, replacement, setting and/or moving of navigation aids on Dale Hollow Lake. The navigation system currently consists of approximately 180 buoys of various types. Buoys include informational, nuns, cans, and danger types. Unless otherwise specified herein, the Contractor shall furnish all personnel, materials, supplies, parts, tools, vehicles, vessels and equipment required to perform this work. The Government will provide buoys, and other navigational aids. In addition the Government may at its discretion provide a barge with the Contractor providing a qualified operator.

TP-13.2 WORK TO BE PERFORMED (Item # 086 - # 090). Buoy installation, replacement, and/or moving shall include, but is not limited to: constructing, attaching or measuring; anchors, cables and buoys as described herein. Maintenance and repair shall include retrieval of buoys that have washed ashore or are adrift; and otherwise maintaining a system that will provide safe and accurate navigation of the lake for the general boating public. All work shall be accomplished in such a manner as not to endanger or hinder boating traffic. The Contractor shall provide the following:

a. Fabricate 110 & 500 lb. Anchor (Items #086 & 087): Anchors low profile, rectangular, made of 3,000 PSI concrete, each shall have a ½ inch cold roll steel rod, bent to form a three (3)-inch or COR approved, eye embedded and set in the concrete. The rod and its method of attachment shall be capable of supporting twice the dry weight of the anchor into which it is embedded.

1. The 100 lb. style anchor will be used for buoys of less than 15” diameter.
2. The 500lb. style anchor will be used for buoys of more than 15” diameter.

b. Buoy Setting, Replacing, Relocation and Disposal (Items #088 - #090): All fittings and hardware shall be galvanized steel, sized to match the specified cable. Cable lengths shall be determined by taking accurate soundings at the site location. A minimum of 20 feet of extra cable measured from elevation 651.0 feet above mean sea level shall be allowed for water level fluctuation. Steel buoys larger than 15 inches diameter shall have a three (3) foot chain leader, with a ½ inch link diameter.

1. Cable requirements shall be ¼ inch, stranded steel, plastic coated, minimally rated at 7,000 lbs. breaking strength. This cable will be used on buoys less than 15 inches.

2. Cable requirements shall be 3/8 inch, stranded steel, plastic coated, minimally rated at 14,400 lbs. breaking strength. This cable will be used on buoys more than 15 inches

3. Buoy Attachment. Cable shall be secured through the anchor and buoy swivels/eyes using thimbles, wherever a friction point occurs, and fastened using a minimum of two (2) cable clamps at each attachment. On larger than 15 inch buoys the chain leader, shall be attached to the buoy with a 3/8” shackle and the opposite end attached to a ½” swivel with eyelet. All fastenings shall comply with EM 385-1-1.

4. Inspection. Materials and assembly will be inspected, tested and approved by the Government prior to placement of the buoy in the lake.

5. Buoy Setting. Shall be set at the locations shown in Table 13-A, unless otherwise specified by the COR. The Contractor shall mark the proposed site location with a small buoy of the type used by fishermen or as approved by the COR. Permanent buoy installation shall be accomplished upon placement location approval.

## SECTION C – STATEMENT OF WORK

TP-13.3 SCHEDULE OF WORK. Repairs or services necessary to correct a safety hazard shall be accomplished on an as needed basis and within 24 hours of notification. Total system maintenance will be discussed at the time services are required. Work is normally accomplished semiannually during December and 1-15 May. A schedule of work will be provided by the COR through issuance of a Delivery Order. Complaints/reports of missing or off station buoys, and unmarked hazards shall be immediately reported to the COR.

TP-13.4 LOCATION OF WORK. Table 13-A shows the approximate location and number of each type of buoy or navigational aid to be maintained. This approximation is subject to change due to evolving needs and requirements.

Table 13-A Navigation Aids					
Type	Location	Kentucky	Clay County	Pickett County	Size Diameter
Channel Markers	Dale Hollow Lake		30		< 2 feet
No Wake	Cedar Hill Marina		6		< 2 feet
	Cove Creek		2		
	Dale Hollow Marina		4		< 2 feet
	Eagle's Cove Marina			7	< 2 feet
	East Port Marina			4	< 2 feet
	Hendrick's Creek Marina (Cumberland Co.)	4			< 2 feet
	Holly Creek Marina	3	5		< 2 feet
	Horse Creek Marina		4		< 2 feet
	Lillydale		4		
	Livingston Marina		8		< 2 feet
	Obey River			3	
	Star Point Marina		2		< 2 feet
	Sulphur Creek Marina (Cumberland Co.)	6			< 2 feet
	Sunset Marina			4	< 2 feet
	Willow Grove Marina		4		< 2 feet
	Wisdom Marina (Clinton County)	6			< 2 feet
	Wolf River Marina (Clinton County)	6			< 2 feet
Swim Area	Pleasant Grove		8		< 2 feet
	Lillydale		12		< 2 feet
	Willow Grove		6		< 2 feet
	Obey River			6	< 2 feet
Shallow Water	Lillydale		1		< 2 feet
	Willow Grove Recreation Area		1		< 2 feet
	Stump Island		1		< 2 feet
	Dalton Shoals		1		< 2 feet
	Cook Pass		1		< 2 feet
	Lanier Creek		2		< 2 feet
Restricted Area	Corps of Engineers Boathouse		4		< 2 feet
	Sunset Marina			8	
	Spring Creek (Clinton County)	4			
Fish Attractor	Various Lake Locations		17	6	< 2 feet
Danger	Dam Site		4		> 2 feet

## TECHNICAL PROVISIONS

### SECTION 14

#### PARK ATTENDANT SERVICES

TP-14.1 GENERAL. The Contractor shall provide camping couples, two adults, 21 years of age or above, to serve as live-in park attendants. No persons other than the two adults required shall live with the Attendants residing in the park. The Contractor shall provide all of the personnel, materials, supplies, parts, tools, equipment and vehicles, except as otherwise specified herein, to perform these services. Assignments will include managing the campground and/or day use area through the registration of campers and visitors, collecting and accounting fees generated, providing on-site reservations through a contracted reservation service, selling items such as Golden Age Passports, Annual Day Use Passes, and firewood, transmitting funds through designated channels, forwarding all associated reports, assuring proper use of park facilities, maintaining quiet-hours, and providing visitor information. Park Attendants are required to operate a computer system, linked to a contracted national reservation service. It is possible that modifications in the operation of the software and/or sales channels may be necessary as national reservation service contract changes. Whenever the term "Contractor" or "Park Attendant" is used in describing requirements and responsibilities, the Contractor is solely and fully responsible for ensuring the proper performance of the duties and responsibilities described.

#### TP-14.2 WORK TO BE PERFORMED.

#### CONTRACTOR SCOPE OF WORK AND RESPONSIBILITIES.

The Contractor shall provide the following services:

a. Pre-work Orientation. The Contractor and all attendants will receive a pre-work orientation to include Corps regulations, operating procedures and fee collecting instructions.

Accountability: The Contractor will sign and account for all Government furnished items (GFI) and be responsible for all fees collected and associated documentation. The Contractor shall be responsible for accounting procedures required by the COR. Final payment will not be made to the Contractor until all funds and permits are reconciled. Any shortage of funds may be deducted from Contractor's payment. Proper handling of and accounting for funds is a condition of performance of this contract. The Contractor is responsible for transaction receipts and collections regardless of the status of collections from individual Park Attendants.

b. Staffing: Provide at least two (2) adults for each campground to serve as live-in attendants six (6) days a week (allowing for one day off each week), for the time periods specified in Table 14-1. The personnel selected by the Contractor, and designated as "Park Attendants", must be capable of performing the requirements. The Contractor shall ensure that Park Attendants have an approved self-contained camping trailer or motor home to reside in at each campground and appropriate uniform shirts to be approved by the COR. Company identification of park attendants shall be in accordance with Technical Provision, Section 1, TP-1.5.

1. Be responsible for providing additional personnel on peak visitation weekends and holidays, or in case of illness or emergency involving Park Attendants, in order to maintain adequate service to the public.

2. Provide replacements within 24 hours for any attendants who quit, are terminated, or are otherwise not present for duty.

3. All temporary or replacement personnel must be approved in advance by the COR.

c. Inspection: Provide and maintain an inspection system acceptable to the government covering services to be performed

d. Evaluation: The Contractor shall conduct performance appraisals on individual Park Attendants on a monthly basis, or more often if required by the COR and a copy will be submitted to the COR.



e. Audit: Be audited weekly or as deemed necessary by the COR.

f. Collections:

1. Collect and account for all fees such as, but not limited to, camping, visitors, picnic shelter reservations, coin laundry facilities, day use fees, and sale of firewood, ice, Golden Age Passports, and Annual Day Use Passes. For the purposes of this contract, the term “user fees” or “collections” will pertain to any fee collected.

2. Collect and remit fees and transaction reports from each campground a minimum of once a week. Issue Attendants receipts or copies of the Bill For Collection as their record for fees collected and transmitted. Fee handling procedures are subject to the guidelines found in the Nashville District policy on Campground Administration and Recreation Use Fee Collection Procedures. As it is possible that these procedures will receive updates, fee collection procedures are subject to change. A copy of the Use Fee Collection Procedures will be made available to the Contractor.

3. All fees associated with processing collections, such as the cost of cashier’s checks/money orders, are the responsibility of the contractor. If the Contractor is required to establish a bank account, all fees for establishing and maintaining such an account (including but not limited to charges for checks, service charges, and night deposit charges) will be paid by the Contractor. Any bank account established by the Contractor for handling use fees shall be for the conversion of cash collections from the campgrounds only. No commingling of any other funds (except for any balance kept for the purpose of keeping the account active) or use of the account for any purpose other than remittance of funds will be authorized. The Contractor will furnish the COR a copy of the monthly bank statement for all such accounts NLT five (5) working days after receipt from the bank.

4. Weekly, turn in all computer generated bill for collections, reports, credit card slips and summaries to the Use Fee Cashier.

PARK ATTENDANTS SCOPE OF WORK AND RESPONSIBILITIES.

a. Contractor shall ensure that Park Attendants provide the following services in a manner acceptable to the COR:

Scope of Position: The Park Attendant will be the on-site administrator of the campground and collect user fees during the hours the campground registration center is open (see TP-14.4). Assignments include, but are not limited to, managing the campground and/or day use area through the registration of campers and visitors, collecting and accounting fees generated, providing on-site reservations through a contracted reservation service, selling items such as Golden Age Passports, Annual Day Use Passes, and firewood, transmitting funds through designated channels, forwarding all associated reports, assuring proper use of park facilities, maintaining quiet-hours, and providing visitor information.

b. Residency: The attendants shall reside in a self-contained camper or motor home and live in the park during their work assignment. Pick-up campers, tents, home-built campers such as restored buses, or mobile homes typically used as permanent residences shall not be used.

Maintain the area where their camper/motor home is parked in a clean and sanitary condition at all times. Park Attendants shall be responsible for placing their own garbage in the dumpsters. Certain types of small house pets may be permitted with approval of the COR. Pets shall be under physical restraint at all times. No pet pens will be allowed.

c. Conduct: Park attendants are the front line public relations point of contact on behalf of the Corps of Engineers and Contractor. Attendants shall conduct themselves in a business-like and professional manner while on duty, and during off-duty times while in the park. The personal appearance of the Park Attendants shall be neat and clean at all times. The appropriate uniform will be worn while on duty. Off-duty attire, while in the campground, will be neat and professional. Complaints from the general public concerning these requirements may be grounds for immediate removal of the attendant from the area

## SECTION C – STATEMENT OF WORK

1. All Park Attendants shall conduct themselves in an orderly manner so as not to disrupt the visiting public. Like the visiting public, attendants are subject to the rules and regulations posted in Title 36.

2. No alcoholic or intoxicating beverages or substances or illegal drugs or controlled substances not prescribed by a physician shall be possessed or consumed by the Park Attendants while on duty. Park Attendants shall not possess, display, use or maintain firearms, fireworks or any other type of weapon or explosive in the campground. Any Park Attendant found to be in violation of the restrictions contained in this paragraph while on duty, or within the park during off-duty hours, will be immediately dismissed.

3. Park Attendants shall give the Contractor as much advance notice of absence as possible. Replacements shall be furnished by the Contractor and must be approved by the COR in advance.

d. Registration Center Operation: The registration center is a Government office for conducting official business only. No one other than the park attendant, Contractor, or Corps Employees or those handling business on behalf of the Corps are to be inside the registration center.

1. Smoking within this office is prohibited. Pets are not allowed inside the registration center. The Park Attendant shall keep the interior and exterior of the registration center in a clean and sanitary condition at all times. No refrigerators or other large household items shall be located within the registration center or outside on the Park Attendant site pad.

2. The Park Attendant shall water as necessary all ornamental plants within the vicinity of the entrance and/or registration center.

3. Park Attendants shall not make or erect any signs or barricades, or perform alterations to the registration center, campsites, restrooms, shower houses, or any other facilities without prior approval from the COR.

e. Overview of Duties: The Park Attendants will perform specific duties daily to oversee operation of the campground and implement the reservation program in accordance with established and provided procedures. Duties include, but are not limited to, registering campers and visitors, maintaining current on-site records, posting reservations on reservable facilities such as picnic shelters, checking site availability for customers, inspect and annotate Corps provided fire extinguishers monthly and providing site availability information during office closed hours.

1. Management of the campground recreation use fee collection will be in accordance with a contracted national recreation reservation, operating procedures manual. The reservation contractor will provide advance reservation services for campsites, and other reservable facilities within the reservation inventory and forward this information to the campground. Park Attendants shall not reserve campsites except through the reservation system as directed by the Government. Park Attendants will be oriented and trained on all aspects of the campground management program by the COR or designated representative.

2. All customers are to receive their receipt copy of the transaction. Distribute plastic trash bags to all in-coming campers. Ensure that campers place the trash bags in the centralized dumpster.

3. Advise all park users to utilize developed facilities, and to park and operate vehicles and campers only on designated roads and pullouts or at other designated areas.

4. Park Attendants shall be accountable for the collection of user fees and associated paperwork/reports. They shall ensure that amounts collected balance with the receipts of transactions made.

5. Attendants shall have sufficient personal cash on hand (not to exceed \$150) to make change. When Attendants transfer collections to authorized personnel, the attendant for their records will maintain a receipt or a copy of the bill for collection.

6. Attendants shall open the campground and/or Day Use entrance gate each morning at 6 a.m. and close the gate each evening at 10 p.m. Attendants shall require all visitors to leave by 10 p.m. and maintain quiet hours from 10

## SECTION C – STATEMENT OF WORK

p.m. until 6 a.m. Attendants shall allow registered campers to leave and re-enter the area regardless of the hour. If desired facilities are unavailable, direct them to other Corps parks, or to other nearby campgrounds.

7. Access to the camping area will be limited to campers and their visitors. Campers will be allowed a maximum of people and vehicles per site as established in the reservation inventory. Each visitor vehicle and pedestrian visitor shall be charged a visitor's fee. Visitors must depart the area by 10 p.m. each night.

8. Cooperate with Corps employees who are on duty, and those individuals who have contracts with the Corps. Allow Corps employees to use, for Government business, phones or radios furnished by the Government.

9. During times that the park attendant is out of the building, such as mid-day campground patrols or restroom breaks, a sign will be posted in the window informing visitors that the attendant is in the park and will return. Attendants will not have an extended absence from the office during office hours.

10. Park Attendants in campgrounds with adjacent day use facilities may be called upon to collect, count, and process day user fees from honor vaults and cash registers. Post picnic shelter reservations on the reservation bulletin board in the day use area.

f. Inspections: Inspect the entire park area (campground and day use areas) a minimum of three (3) times daily (immediately after opening gates, at least once during high activity periods in the park, and prior to official quiet hours). Campground inspections may be conducted by vehicle drive-through. Campground inspections shall include, but are not limited to, checking each site for litter or garbage not properly disposed of, checking restrooms and shower houses for proper operation and sanitary conditions, ensuring that playground equipment and swim areas are free from hazards, that gray water and sewage is being properly contained, and inspecting any other areas designated by the COR. Campground inspections shall also include verifying all registered campers/visitors display proper registration form, document vehicle license information of any non-registered camper, ensure that all visitors have left the campground by 10 p.m., that all pets are leashed or are otherwise under physical control, that official quiet hours are maintained, all camping equipment is located on the designated site pad, all vehicles and trailers are parked in designated areas, and all other applicable rules and regulations are observed.

g. Safety & Security: Park Attendants shall not allow campers, visitors, or any other unauthorized persons to enter the registration center. Secure and lock the registration center when it is left unattended.

1. Attendants shall be responsible for safeguarding the fees collected, the original receipt copy, credit card receipts and reports, and all unsold Golden Age Passports and Annual Passes, in an approved field safe, be in the possession of authorized personnel, or otherwise safeguarded in a manner approved by the COR until turned over to authorized personnel.

2. Report all disturbances that cannot be diplomatically controlled to the Contractor or local law enforcement officers. Attendants shall not attempt to apprehend any violators.

h. Reports:

1. Immediately advise Contractor of any safety hazards and maintenance needs. The Contractor will forward this information to the COR or his designated representative. In the event of an emergency or situation of immediate danger, contact both the Contractor and Resource Manager's Office.

2. Log times (in and out) and dates of local law enforcement patrols, cleaning and mowing crews, persons on contract business such as inspectors and beach/wastewater monitoring, etc. through the campground. Additional written records, such as complaints and criticism of park facilities, may be required.

3. Upon request, reports or summaries will be generated from the computer program and submitted to the Use Fee Cashier.

## SECTION C – STATEMENT OF WORK

i. Maintenance: Corps or contractor representatives will conduct maintenance of park facilities. Attendants shall attempt to reset tripped circuit breakers, turn off water valves to broken, continually running or clogged fixtures or facilities, or assist with minor issues that can be easily and quickly resolved. Where these measures are unsuccessful, close or lock the facility, post as out-of-order, direct users to alternate facilities and report the item to the COR.

j. Vacated Sites: Daily, the park attendant will provide a copy of a list of sites, which were occupied since the last cleaning, to be cleaned (Outgoing Camper report) to the caretakers. Once campers' checkout and exit the site, it shall be cleaned prior to use by the next camper or within 24 hours. Only sites utilized since prior cleaning and in need of service will be identified.

TP-14.3 SUPPLIES. The Contractor shall supply all materials, other than those described in B below, necessary to perform the park attendant services including but not limited to plastic trash bags (approximately 30-gallon size, and of sufficient thickness and quality as to ensure that the bags do not leak or break), computer paper, credit card and cash register receipt paper, printer ribbons, postage, felt markers, ink pens, and other office supplies needed to effectively operate the registration center and computer system.

The Government shall provide:

Pre-work orientation and necessary training to perform the required duties.

A campsite at each campground with electrical and potable water hookup and a proper method of sanitary waste disposal for Park Attendants.

A logbook, sale items and forms such as Golden Age Passports and Annual Passes, and other handout material such as information pamphlets, copies of Federal Regulations, campground maps and authorized signage.

Communications equipment (radio or telephone).

An automated computer system with report printer, credit card collection terminal, and receipt printer. Certain locations will be provided a cash register in lieu of a computer.

Keys necessary to access the registration center, bulletin boards, and restroom facilities. Camper gate keys or lock combinations.

Identification patches, nametags and/or caps if specific type is required by the COR.

A safe for securing the fees collected and accountable items until they are turned over to authorized personnel.

The Contractor shall be responsible for the proper storage, inventory, maintenance, and security of all Government furnished items. Upon completion of the contract, the campsite and registration center will be left clean and in good repair. Reference TP-1.18 GOVERNMENT FURNISHED ITEMS, (h) Control. "The Contractor shall establish a control system to ensure that Government furnished property, facilities or items are utilized only for contract purposes. Upon completion (including any extensions of contract term) or termination of the contract, for any reason, and except for fair wear and tear, the Contractor shall return all Government furnished items and any unused material, supplies or parts in the same condition as received. Any discrepancies (except for fair wear and tear), damages or deficiencies in the inventory shall be chargeable against the Contractor."

TP-14.4 HOURS OF REGISTRATION CENTER/DAY USE OPERATION. The Campground Registration center shall be open and staffed according to the following hourly schedule. These hours are the minimum, core hours of operation. Additional hours of operation may be ordered as outlined in E below, based on campground use and the need for overall administration. Any changes to the posted schedule must be approved by the Contractor then authorized by the COR. The COR may change the time of the schedule with no change in the number of hours of work per week.

## SECTION C – STATEMENT OF WORK

LEVEL I: Each live-in, campground attendant will work, but not exceed, 40 hours per week which will include both required office hours and assignments necessary once the office is closed. Office hours for live-in attendants will total 64 hours per week, which, divided between the two attendants, will be 32 hours each. This will provide for additional time (8 hours each) outside the office hours for campground operation assignments such as opening/closing gates, campground patrol, delivering messages, dealing with inquiries, documenting vehicle license numbers of non-registered campers, adjusting for additional holiday hours, and running remittance reports. It is proposed that Level I hours will be called from mid-May to mid-September. However, work levels are subject to change.

Level I Hours of Registration Center Operation:				
Proposed Level I from Mid May to Mid September.				
	Hrs	Dale Hollow, Lillydale, Obey River, Willow Grove Campground	Hrs.	Pleasant Grove
Monday	8	8 am - 4 pm	8	8 am - 4 pm
Tuesday	8	8 am - 4 pm	8	8 am - 4 pm
Wednesday	0	Closed-Off Day	0	Closed-Off Day
Thursday	10	8 am - 6 pm	8	8 am - 4 pm
Friday	15	7 am - 10 pm	15	7 am - 10 pm
Saturday	15	7 am - 10 pm	15	7 am - 10 pm
Sunday	8	8 am - 4 pm	10	8 am - 6 pm
Total Hours	64		64	Total Hours

LEVEL II: Each live-in, campground attendant will work, but not exceed, 20 hours per week which will include both required office hours and assignments necessary once the office is closed. Office hours for live-in attendants total 37 hours per week, which, divided between the two attendants, will be 18.5 hours each. This will provide for additional time (1.5 hours each) outside the office hours for campground operation assignments as described in LEVEL I above. It is proposed that Level II hours will be called from opening to mid-May and from mid-September to close. However, work levels are subject to change.

Level II Hours of Registration Center Operation:				
Proposed Level II from Opening to Mid May and from Mid September to Close.				
	Hrs	Dale Hollow, Lillydale, Obey River, Willow Grove Campground	Hrs.	Pleasant Grove
Monday	4	8 am - 12 pm	4	8 am - 12 pm
Tuesday	4	8 am - 12 pm	4	8 am - 12 pm
Wednesday	0	Closed-Off Day	0	Closed-Off Day
Thursday	5	8 am - 1 pm	5	8 am - 1 pm
Friday	10	8 am - 6 pm	10	8 am - 6 pm
Saturday	10	8 am - 6 pm	10	8 am - 6 pm
Sunday	4	8 am - 12 pm	4	1 pm - 5 pm
Total Hours	37		37	Total Hours

OBEY RIVER DAY USE Entrance Station shall be open and staffed according to the following hourly schedule. The Park Attendant shall patrol the park at the beginning of each day and verify that each vehicle has an annual pass or a honor envelope payment. For those without payment, the Park Attendant will place a payment notice (provided by the government) on the vehicle and collect payment upon departure from the park. The vehicle license number for non-paying vehicles will be documented and provided to a ranger. The schedule of operation is generally Memorial Day through Labor Day, but may be changed or not ordered at all. These hours are the minimum, core hours of operation. Additional hours of operation may be ordered as outlined in E. below, based on use and the need for overall administration

OBEY RIVER DAY USE		
	Hrs.	
Monday	8	8 am - 4 pm
Tuesday	8	8 am - 4 pm
Wednesday	8	8 am - 4 pm
Thursday	8	8 am - 4 pm
Friday	15	7 am - 10 pm
Saturday	15	7 am - 10 pm
Sunday	10	8 am - 6 pm
Total Hours	72	

#### HOLIDAY WORK:

For the three summer holidays, the Campground Registration center shall be open and staffed 15 hours each day, from 7 a.m. to 10 p.m. for a four-day period. This period shall be Thursday, Friday, Saturday, and Sunday for Memorial Day and Labor Day. The four day period for the Fourth of July will be identified each year by the COR. The workdays may be adjusted to provide for office coverage based on camper arrival with prior authorization from the COR and coordinated through the Contractor.

The Obey River Day-Use Entrance Building shall be open and staffed 15 hours each day for a four day period between 9 a.m. to 12 midnight on Friday and Saturday and 7 a.m. to 10 p.m. on Sunday and Mon. This period shall be Friday, Saturday, Sunday and Monday for Memorial Day and Labor Day. The four day period for the Fourth of

## SECTION C – STATEMENT OF WORK

July will be identified each year by the COR. The workdays and hours may be adjusted as needed with prior authorization from the COR and coordinated through the Contractor.

Section 15, Bid Item 0150, is a cost-per-hour to staff and operate the Campground Registration Center or Day Use Entrance Station outside the core hours identified above. This cost per hour will be applicable to each area. The COR will identify additional hours of operation necessary to provide adequate security, administer the area, collect fees, etc. The COR will provide the Contractor a schedule of additional hours for each Registration center to be staffed. These additional hours will be ordered by Delivery Order. It is anticipated that approximately 10-15 additional hours per week may be needed in selected areas.

## TP-14.5 SPECIAL PROVISIONS

The telephone provided by the Government is for business use only, such as administering the reservation program or in cases of emergency. Park Attendants may install a telephone at their own expense for personal use. The Contractor or Park Attendants shall not use the Government telephone to conduct business unrelated to this contract. All unauthorized long distance calls will be assessed an additional ten-dollar (\$10) administrative fee and the Contractor shall pay the total.

Government provided electronic computer equipment and cash registers are for business purposes only. The Government will provide training in the use of and proper care for this equipment. In no instance shall these items be used for personal business, playing of games, or accessing the Internet, unless otherwise specified.

## TP-14.6 DESCRIPTION OF AREAS

## OBEY RIVER PARK RECREATION AREA

Location: 5 miles south of Byrdstown, Tennessee on Tennessee Highway 111.

Obey River Campground contains 132 campsites each with a picnic table, grill and camping pad. Many of the sites contain water and electric hookup. The area contains 3 bathhouses, dump station, boat launching ramp, amphitheater, volleyball court, and a playground. This area is heavily used between April and September.

Obey River Day Use Area is very popular and is heavily used between May and September. Facilities located within the area include two comfort stations, one restroom, two picnic shelters, launching ramp, playground equipment, developed swim beach, three parking lots, and picnic tables with grills and garbage cans. Recreation Use Fees are charged. Entry into the area will be limited when capacity is reached.

## LILLYDALE RECREATION AREA

Location; Lillydale is located approximately 20 miles from Livingston, Tennessee off Highway 294.

This park is very popular and heavily used between May and September. It contains a campground with 114 sites each having a picnic table, grill and camping pad. Several sites are equipped with water and electric hookups. Fifteen of these sites are island camping only, offering primitive camping within a controlled area. Access is by foot travel only. Other facilities located within the campground and adjacent day use area include four wash houses/restrooms, dumping station, amphitheater, nature and hiking trail, picnic shelter, picnic tables, volleyball courts, playground equipment, swimming beaches, boat ramps and four parking lots.

The day use area is located on a separate access road. Day use fees are collected in the day use area by an honor vault system. Park Attendants will be required to process those collections.

## WILLOW GROVE RECREATION AREA

Location: This area is located approximately 20 miles from Livingston, Tennessee off highway 294.

## SECTION C – STATEMENT OF WORK

The area contains 83 campsites each containing a picnic table, grill and camping pad. Many sites are equipped with water and electric hookups. Other facilities located within the campground and day use area include four wash houses/restrooms, dumping station, one boat ramp, two parking lots, amphitheater, volleyball court, picnic shelter, nature and hiking trail and a swimming beach.

**DALE HOLLOW DAM RECREATION AREA**

Location: This area located just off Highway 53 north of Celina, Tennessee is below Dale Hollow Dam on the Obey River tailwater. This area contains both day use and camping areas. The park attendant will be responsible for both areas.

The campground contains 79 campsites each containing a picnic table, a grill and a camping pad. Nearly all of the sites have electric and water hook-ups. Other facilities in the campground and day use area include three wash houses, one picnic shelter, one boat ramp, dumping station, four parking lots, amphitheater, volleyball court, bicycle/jogging trail, 5 fishing piers, 2 fish cleaning stations, and playground equipment.

**PLEASANT GROVE RECREATION AREA**

Location: Pleasant Grove is located just off Highway 53, three miles northeast of Celina, Tennessee.

This area experiences capacity crowds on most weekends and holidays from June through September. It contains 28-island walk-in tent campsites containing a picnic table, grill and camping pad. There are three picnic sites on the peninsula. Other facilities within the area include two restrooms, one boat ramp, one parking lot, one playground, one picnic shelter, walking trail, and one swinging footbridge between the peninsula and the island portion of the park.



TP-14.7 LOCATION AND SCHEDULE OF WORK.

Table 14-1 Attendants Proposed Period of Work		Park
Recreation Area	Weekly Work Days	Period of Work
Dale Hollow Dam Campground and Day Use	6	4/1 - 11/1
Lillydale Campground and Day Use	6	4/15 - 9/15
Obey River Campground	6	4/01 - 10/15
Obey River Day Use	7	Mem. Day- Labor Day
Pleasant Grove	6	5/1 - 9/1
Willow Grove Campground and Day Use	6	5/15 - 9/30